

Posted April 15th, 2024

## **Job Vacancy Notice**

### **Maintenance Technician – District-wide**

**Alaska Gateway School District is accepting applications for a full time Maintenance Technician to be based out of Tok and to work district-wide. Duties may be rotated between Districtwide Maintenance and Biomass Operations. Salary starts at Level 8 (\$22.89) or 9 (\$23.57) DOE, and includes paid leave, retirement, and healthcare. Will be required to travel within and out of the district. Must be willing to be on-call, and to work additional hours as needed.**

#### **MINIMUM QUALIFICATIONS:**

- A high school diploma is required.
- Post-secondary education, military, and/or vocational training is preferred.
- Experience with commercial facilities maintenance preferred.
- Current facilities certifications (Water, Asbestos, Lead Removal, etc) preferred.
- Good Driving record and hold or be able to get a current Alaska Drivers license.
- Have the physical strength to do heavy labor in all weather conditions.
- Must be positive, “customer-service” and “team” oriented, able to problem solve creatively, and understand and communicate oral and written instructions efficiently.

#### **SUMMARY OF PERFORMANCE RESPONSIBILITIES**

- General maintenance to include work on water and sewer lines, basic plumbing, basic maintenance and repair of heating and ventilation systems, basic electrical repairs; basic lock-smithing functions; maintenance of facility mechanical equipment according to the preventive maintenance schedule.
- Carpentry and construction work in renovations, alterations and maintenance of buildings, floors, partitions, doors, windows, install and repair cabinets and furniture.
- Grounds work to include snowplowing and ice removal, brush cutting, etc
- Miscellaneous duties include shipping and receiving; moving equipment, books, and classroom furniture; assisting staff or administrators as directed.
- Maintain records and prepare required work reports.
- Participation in any and all required training.
- Perform other types of work including, but not limited to, welding, fabrication, roofing, painting, and operation of heavy and light equipment.
- Able to be on-call 24/7 as needed, (cell phone provided)

#### **APPLICATION PROCESS**

- Submit a cover letter, complete district application with 3 references - **(Please note that incomplete applications may not be considered)**
- Successful candidate should anticipate starting work soon after selection

#### **POSITION OPEN UNTIL: Filled**

If you **are** interested in this position, please send a job application/resume to:

Tracy Hulett, [thulett@agsd.us](mailto:thulett@agsd.us) Human Resources, Alaska Gateway School District, PO Box 226, Tok, AK **99780**.

Applications are **available** on **the** AGSD Website: [agsd.us](http://agsd.us) or at the District Office.

**Alaska Gateway School District is an Equal Opportunity Employer**