

DECATUR CITY SCHOOLS


Office of Human Resources

212 FOURTH AVENUE, SE
DECATUR, ALABAMA 35601
www.dcs.edu



PHONE (256) 552-3000
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MEMORANDUM

TO: All Personnel
FROM: Yvette Evans 
DATE: March 25, 2024
SUBJECT: General Maintenance Worker Vacancy

The following position is open and will be filled by the Decatur City Board of Education:

MAINTENANCE

General Maintenance Worker-Skilled/Certified Skilled (8 hrs./12 months)

Persons interested in the above position should have a completed application in the online application system with the State of Alabama "Teach Alabama" by **March 31, 2024**.

A link to the online system, "Teach Alabama," can be found at the Decatur City School's website: www.dcs.edu entitled "Jobs."

Once you have completed your online application, to be considered for a certain job you **MUST**:

Click on "All Jobs."

Click the "View/Apply" link next to any position for which you wish to be considered, then click the button provided to express interest.

NOTE: You will not be considered for a position if you have not expressed interest by clicking the APPLY button.

May 29, 2009

Decatur City Schools

JOB TITLE: General Maintenance

SUMMARY: Assists maintenance and custodial staff in maintaining facilities and grounds.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, but are not limited to:

Mows lawns, trims and edges around walks, flower beds and buildings.

Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.

Sprays lawn, shrubs, and trees with fertilizer, herbicides, and insecticides.

Cleans grounds, sidewalks and removes litter.

Shovels snow from walks and driveways and spreads salt on public passageways to prevent ice buildup.

Plants grass, flowers, trees, and shrubs. Waters lawn and shrubs.

Repairs fences, gates, walls, and walks.

Cleans out drainage ditches and culverts.

Sharpens tools such as weed cutters, edging tools, and shears.

Makes minor repairs on equipment such as lawn equipment.

Cleans work area, tools, and equipment.

Cleans and maintains interiors of Board facilities, including light bulb replacement, ceiling tile replacement and general custodial duties.

Paints interior and exterior of facilities.

NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:

Other duties as assigned.

QUALIFICATION REQUIREMENTS

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED). Related experience and/or training preferred.

LANGUAGE SKILLS:

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute, rate, ratio and percent.

REASONING ABILITY:

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS:

Valid Alabama Drivers License

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee frequently is required to talk or hear. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

While performing the duties of this job, the employee occasionally works near moving mechanical parts; in high, precarious places; and in outside weather conditions and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration.

The noise level in the work environment is usually very loud.

The preceding job description has been designed to indicate the general nature and level of work performed by an employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of an employee(s) to this job.

The Decatur City School System does not discriminate on the basis of race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The Title IX Coordinator for Decatur City Schools is responsible for handling inquiries regarding the non-discrimination policies. The Title IX Coordinator can be reached by calling the Decatur City Board of Education at: (256) 552-3000.

DECATUR CITY SCHOOLS
Annual Salary Schedule
2023-2024

Schedule MO
Skilled Maintenance, Certified Skilled Maintenance
12 Months, 8.0 Hours

Rank	A	B
Step	Skilled	*Certified
0	46,196	52,092
1	46,878	53,019
2	47,564	53,950
3	48,247	54,506
4	48,931	55,046
5	49,616	55,605
6	50,300	56,290
7	50,984	57,127
8	51,667	59,342
9	52,353	60,609
10	53,036	61,437
11	53,720	62,124
12	54,406	62,807
13-14	55,090	63,489
15-19	56,118	63,718
20	57,148	64,748

*Must hold & maintain one of the following: State Certified Mechanical License, State Certified Plumbers' License, State Certified Electricians' License, or Certification for Horticulture Supervisor.
Certified carpenter must have 3 years approved in field work experience and minimum score of 70% NOCTI work experience test assessment.

Note: Upon certification as a school bus mechanic by the Alabama Department of Education, a skilled mechanic will be eligible for certified pay in accordance with Salary Schedule V1.