

Rialto Unified School District

**MAINTENANCE FOREMAN**  
**(Supervisory)**

**Ability to:** Organize, coordinate and supervise maintenance and construction projects to completion; interpret blueprints, plans, drawings, schematics and other data pertaining to the maintenance, and construction of school facilities, office buildings and equipment; effectively serve as a liaison to contractors and vendors performing District service; accurately estimate cost of repair and construction of facilities; communicate effectively in oral and written form; understand and follow oral and written directions with minimal accountability controls; effectively and efficiently operate a micro-computer and related equipment; establish and maintain cooperative working relationships.

### **PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that persons within this classification must perform in carrying out essential job functions.

- will frequently exert 50 to 75 pounds of force to lift, carry, push, pull or otherwise move objects
- will walk or stand for extended periods of time; will occasionally be required to bend, stoop, crouch, kneel, reach above shoulder level, and/or to ascend and descend a step stool or step ladder
- must possess the ability to hear and perceive the nature of sound
- must possess visual acuity and depth perception
- must be capable of providing oral information, both in person and over the telephone
- must possess the manual dexterity to operate hand tools and related equipment and to handle and work with various materials and objects
- may be occasionally exposed to hot, cold, wet, humid or windy conditions caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

### **EXPERIENCE AND EDUCATION**

**Experience:** Five years of journey-level experience in one or more of the building trades that pertain to the maintenance, repair and construction of school facilities, including one year at a supervisory level; proficient use of computers and applicable software is desirable.

**Education:** Verification of a High School diploma, a GED certificate, or a higher degree; supplemental training or coursework in organizational leadership or supervision is desirable.

**License Requirement:** Verification of the possession of a valid California Motor Vehicle Operator's license.

**Condition of Employment:** Insurability by the District's liability insurance carrier may be required. Finalists scheduled for an interview must provide a current DMV printout (not more than 30 days old) prior to the interview.