



## GADSDEN STATE COMMUNITY COLLEGE JOB DESCRIPTION

All Campuses

Created on: 2/11/2025  
Revised on: 6/24/2025

Job Title	Salary Schedule	Grade	Job No.
<b>Maintenance Technician I - Mower</b>	<b>E4</b>	<b>05</b>	<b>SS9670+</b>
Reports To	FLSA Status	Grant Funded	Tenure Track
<b>Facility Maintenance Supervisor</b>	Non Exempt	No	Yes

**JOB SUMMARY:** This position involves hands-on work in the repair, maintenance, and upkeep of institutional buildings, facilities, and outdoor premises. Responsibilities include performing general maintenance, minor electrical and plumbing repairs, carpentry, landscaping, and equipment operation. Work is performed with a high degree of independence, requiring the use of various hand tools, machinery, and vehicles such as tractors and backhoes. The employee must be capable of completing assignments with minimal supervision while ensuring the proper maintenance and aesthetic appeal of campus grounds and facilities.

**QUALIFICATIONS:**

- ◆ Graduation from high school or GED certificate **required**
- ◆ Five (5) years of experience in commercial lawncare **required**
- ◆ Three (3) years of experience in general maintenance work involving building, electrical, or mechanical trades **preferred**
- ◆ Friendly personality; enthusiastic, positive attitude; evidence of trustworthiness and ethical conduct; effective human relations skills; strong work ethic

**DESIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- ◆ Knowledge of general carpentry and building repair
- ◆ Knowledge of the methods, materials, tools, and practices used in building, electrical or mechanical trades
- ◆ Knowledge of sound horticultural practices and methods
- ◆ Ability to use and maintain the tools and equipment of the trades involved
- ◆ Ability to understand and follow oral and written instructions. Sufficient physical strength to permit the performance of manual tasks; ability to lift 50 pounds from the ground; ability to lift arms above the head
- ◆ Ability to walk for extended periods of time; ability to walk up and down stairs and climb up and down ladders
- ◆ Ability to operate commercial zero-turn mowers, string trimmers, hedge trimmers, and other landscaping equipment

**DUTIES:**

- ◆ General carpentry, light electrical, light plumbing in remodeling existing facilities. Uses hand tools

and carpentry tools to remodel/renovate

- ◆ Makes repairs to floors and drywall; repairs broken windows and sash weights; repairs doors and locks
- ◆ Assists in painting buildings, rooms, walls, or other surfaces as assigned
- ◆ Operates on occasion, such light equipment as lawn equipment, forklifts, trucks, jack hammers, and loading equipment as may be provided to aid job accomplishment in accordance with the employee's competence
- ◆ Makes minor repairs and services autos, trucks, tractors, mowers, and other equipment
- ◆ Responsible for lawn care, pressure washing sidewalks and buildings, cleaning outside windows, etc
- ◆ Responsible for removal of litter and debris; edging all walkways, driveways, and planting beds; hedge trimming; raking; weeding; weed eating; using herbicides as needed; mulching; fertilizing; and planting
- ◆ Uses tractor as necessary
- ◆ Runs cable, inspects roofs, patches roof leaks
- ◆ Complies with all policies of the Alabama Community College System and the College

*Note: The intent of this description is to provide a representative summary of the essential functions that will be required of positions given this title and should not be construed as a declaration of specific duties and responsibilities of any particular position. Employees will be assigned specific job-related duties through their hiring departments. Specific job-related duties assigned by hiring departments shall be consistent with the representative essential functions listed above and shall not be construed as expanding a particular position's role, scope, FLSA status, or grade.*

#### **Physical Demands and Work Environment:**

The physical demands and work environment characteristics described below represent those that an employee may encounter and must meet to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

#### **Physical Demands:**

- ◆ **Mobility:** Frequent standing, walking, bending, kneeling, crouching, and climbing ladders or stairs to perform maintenance and repairs. Prolonged outdoor work in various weather conditions is required
- ◆ **Manual Dexterity:** Regular use of hand tools, power tools, and maintenance equipment, including tractors, backhoes, and landscaping machinery
- ◆ **Lifting:** Ability to lift and carry materials and equipment weighing up to 50 pounds. Occasional lifting of heavier items may be required with assistance
- ◆ **Communication:** Clear and effective verbal communication skills are essential for coordinating tasks with colleagues and responding to maintenance requests

#### **Work Environment:**

- ◆ **Setting:** The position involves both indoor and outdoor work within an educational institution, including maintenance shops, mechanical rooms, and campus grounds. Exposure to loud noises, dust, dirt, fumes, and hazardous materials may occur
- ◆ **Travel:** Minimal travel between campus locations or to off-site vendor locations may be required
- ◆ **Schedule:** Standard work hours are expected; however, flexibility is necessary to accommodate urgent maintenance needs, weather-related tasks, or special projects
- ◆ **Interaction:** Regular collaboration with facilities staff, administrators, faculty, and vendors to ensure proper maintenance and operational efficiency of campus buildings and grounds

**Reviewed by:**

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**Employee Signature**

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**Date**