

**KERRVILLE INDEPENDENT SCHOOL DISTRICT  
JOB DESCRIPTION**

**TITLE: MAINTENANCE – MASTER ELECTRICIAN**

**Wage/Hour Status:** Nonexempt

Revised 11-12-12

**QUALIFICATIONS:**

- Three references which verify willingness to work
- Certification of good health signed by licensed physician when required
- Must hold City of Kerrville Master Electrician License
- GED or high school graduate
- Demonstrates aptitude for successful completion of assigned tasks
- Such alternatives to the above qualifications as administrators may find appropriate and acceptable

**REPORTS TO:**

- Director of Maintenance

**JOB GOAL:**

- To provide students with a safe, attractive, comfortable, clean, and efficient place to learn, play, and develop.

**PERFORMANCE RESPONSIBILITIES:**

- Works individually, in small groups, and with entire crew in maintaining all electrical, wiring, fixtures, and equipment owned or operated by the school district.
- Works with other school personnel when assigned to those tasks.
- Practices good safety habits on the job.
- Demonstrates ability to operate any type machinery which might be assigned to use.
- Accepts responsibility for supervising entire crew or portions of it when assigned.
- Reports any malfunction of school equipment when observed.
- Demonstrates ability to perform other maintenance work such as carpentry, painting, etc.
- Exemplifies high standards of ethical conduct according to Policy DH, District Policy Manual.
- Displays tolerance necessary for accepting supervision for and criticism of duty performance.
- Works in harmony with supervisors and peer personnel.
- Supports administrative and Board Policy in a consistent manner.
- Represents the school system to the community in a positive, professional way.

- Maintains a sincere, friendly attitude toward patrons and pupils of the district to insure communication.
- Some heavy lifting may be required.
- Performs other duties as assigned.

***Mental Demands / Physical Demands / Environmental Factors:***

Frequent walking, standing, climbing, stooping, bending, kneeling, reaching and heavy lifting and carrying. Ability to operate hand, power, and bench tools. Work in tiring and uncomfortable positions, outside and inside, on slippery or uneven walking surfaces, on ladders and scaffolding, and around machinery with moving parts. Exposure to hot and cold temperatures and excessive noises. Frequently district-wide travel.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

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**TERMS OF EMPLOYMENT:**

Work year established by the Board; salary according to current schedule.

**EVALUATION:**

Performance of this job will be evaluated annually in accordance with provisions of the District Policy Manual.