



KANSAS SCHOOLS FOR THE DEAF AND THE BLIND

STATEWIDE RESOURCES ON DEAFNESS AND BLINDNESS

www.KSSDB.org

KANSAS STATE SCHOOL FOR THE DEAF

450 EAST PARK ST. · OLATHE, KS 66061-5497

PHONE: 913-210-8200 FAX: 913-791-0577

KANSAS STATE SCHOOL FOR THE BLIND

1100 STATE AVE. · KANSAS CITY, KS 66102-4411

PHONE: 913-305-3000

KANSAS STATE SCHOOL FOR THE DEAF

**** JOB OPENING ANNOUNCEMENT ****

POSITION TITLE: General Maintenance/Security

SALARY: This opening is an unclassified hourly position. Salary is dependent on Education and Experience. Great benefits.

SCHEDULE: Monday – Friday; 8am to 5pm

EMPLOYMENT DATE: Open Until Filled

JOB DESCRIPTION: (Brief synopsis. For detailed position description contact Human Resources) This positions primary role is to service and maintain the buildings and grounds, and to provide support to help meet the needs of others. The equally important secondary role is to assist security when whenever, wherever and however necessary to ensure a safe and secure campus. It is critical that the incumbent in this position promotes teamwork and collective support in meeting the needs of the organization. Maintenance and grounds duties are performed independently and as a team depending on the nature of the work assignment. Responsible to completing assigned Work Orders, adhoc requests by administration and performance standard/seasonal services and repairs, including documenting work performed. Assists other Facility Operations staff (electrician, carpenter, etc.) in the completion of projects as necessary. Serves as primary on-site security person when fully engaged in duties and responsibilities of a security officer. Contributes to the safety and security of the campus by observing the campus environment for conditions that could result in injury of loss due to fire, theft, vandalism and other criminal acts. Performs other duties and/or work as needed.

MINIMUM REQUIREMENTS:

- High School Diploma or GED.
- Requires knowledge of building or mechanical trades. Prefer additional knowledge in the areas of security, general safety and fire safety.
- Requires at least six months experience in a building or mechanical trade. Prefer additional experience in the areas of security, general safety and fire safety.
- Ability to effectively communicate, including knowledge of American Sign Language (ASL) preferred or willingness to learn.

SPECIAL REQUIREMENTS: Upon offer of employment a background check will be conducted via the KS Bureau of Investigation, Backgrounds Plus & Kansas Department of Children and Family Services. Also, a Tuberculosis test & Health Certificate must be passed upon offer of employment (cost borne by employee).

APPLICATION DEADLINE: Open Until Filled. Send resume and copies of all college transcripts. For consideration for an interview, request an official KSSB application or go to our website and submit application for KSSB interview team review.

CONTACT: Jodi Beach, Human Resource Office: Phone: 913/210-8114

Email: Jbeach@kssdb.org Fax: 913-791-0557



EQUAL EMPLOYMENT/EDUCATION OPPORTUNITY SCHOOLS



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