



Moraga School District

1540 School Street

Moraga, CA 94556

Dr. Julie C. Parks Ed. D., Superintendent

CLASSIFIED EMPLOYMENT OPPORTUNITY

Posted: August 19, 2026

Date Due: Until filled

POSITION: Maintenance 1 Daytime Substitute Support

Rate of pay: \$26.30 - \$31.96 per hour - Depending on Experience

Hours: 6:00 am – 2:30 pm

JOB DESCRIPTION: Under general supervision of the Director of Building and Grounds to perform a variety of skilled and semi-skilled maintenance and repair work of facilities; performs gardening and grounds maintenance.

Representative duties:

- Performs and or assists in semi-skilled installation and repair to buildings and equipment in connection with construction and mechanical trades, including plumbing, painting, carpentry, heating, electrical, air conditioning, masonry, metal work, glazing, tile work, roofing, flooring, ventilation systems, welding, mechanics, and lock-smithing
- Performs skilled gardening work in maintaining landscaped, lawns and grass fields
- Plants, waters, trims, fertilizes, aerates, weeds, sprays and cultivates trees, plants, shrubs, lawns, fields and flowers
- Replaces sprinkler heads and repairs irrigation
- Operates power lawn mowers, sprayers, trenchers, tractors, truck, rototillers and air compressors
- Rakes leaves, cleans walks, fields or other facilities; edges lawns and borders; lines and marks fields
- Operates light trucks and other equipment for pick-up and delivery
- Move and hauls furniture, equipment and refuse with vehicles and trailers
- Clean and maintain tools, equipment and work areas
- Reports unsafe conditions and needed repairs
- Assembles tools and materials
- Receives work orders and keeps records
- Maintains inventory of equipment, materials, district keys
- Related duties as assigned
- Fills in as custodian as needed

Ability to:

- Read, write and carry-out oral and written instructions, as well as district operation manuals
- Safely use a variety of hand and power tools and power equipment
- Perform simple repairs with a minimum of supervision
- Safely drive and operate light trucks and power equipment efficiently
- Work from plans and specifications
- Handle a variety of work orders and complete work on schedule
- Keep work records
- Maintain cooperative working relationships with staff, students, and parents
 - Perform moderately heavy physical labor

Knowledge of:

- Basic methods, materials, tools, equipment and techniques used in general maintenance and repair work, including grounds and gardening
- Safety procedures and practices relating to facility and grounds maintenance
- Basic arithmetic, work vocabulary and craft skills

Experience:

- One year experience to demonstrate the knowledge and abilities listed in this position

Education/License/Testing:

- A valid California Department of Motor Vehicles driver's license
- TB Test
- Criminal Justice Fingerprint clearance
- May require a Math and English proficiency test
- High school diploma or equivalent

Physical Requirements: Performs work that frequently requires standing, bending, twisting, reaching, grasping, stretching, climbing, balancing, kneeling, crouching or squatting; push, pull or drag; occasionally lift and carry objects weighing 50 pounds, i.e. garbage and trash bags, cleaning equipment, tables and chairs, and visual acuity/depth perception to see where to clean and vandalism. Occasionally lifts objects weighing 80 pounds, such as sheet rock, bags of cement, jackhammers. While performing the duties of this job, the employee is frequently required to walk, sit and talk or hear.

To apply: Please complete an application (found on the district website)

And include a cover letter and resume.

Send to Lisa Crouch by email, mail, fax or drop by

<http://district.moraga.k12.ca.us/>

or the District Office, 1540 School Street, Moraga, CA (925) 376-5943

For more information, please contact Lisa Crouch at 925.377.4162 or lcrouch@moraga.k12.ca.us



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Moraga School District NONDISCRIMINATION STATEMENT

The Moraga School District is committed to providing a working and learning environment that is free from unlawful discrimination and harassment. The District prohibits discrimination and harassment based on an individual's actual or perceived age, ancestry, color, disability, ethnic group, identification, gender, marital status, national origin, race, religion, sex, sexual orientation, on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state, local law, ordinance, or regulation.

Additional information prohibiting other forms of unlawful discrimination or harassment, inappropriate behavior, and/or hate crimes may be found in District policies that are available in all schools and offices.

For inquiries or complaints related to discrimination or harassment based on the individual's actual or perceived age, ancestry, color, disability (mental or physical), ethnic group identification, gender, gender identity, national origin, race, religion, sex, or sexual orientation, contact:

Moraga School District
Director of Pupil Services
District Section 504 and Title IX Coordinator
(925) 376-5943

For more information:

Equal Employment Opportunity Commission
1-800-669-4000
1-800-669-6820 (TTY)
info@eeoc.gov