



# MONTANA SCHOOL for the Deaf & Blind

3911 CENTRAL AVENUE  
Great Falls, Montana 59405  
406.771.6000  
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[www.msdb.mt.gov](http://www.msdb.mt.gov)

*giving kids the building blocks to independence*

**DEPARTMENT:** General Services  
**JOB TITLE:** Maintenance Worker  
**SUPERVISOR:** Superintendent  
**STARTING SALARY:** \$13.31  
**START DATE:** October 2022  
**LOCATION OF JOB:** Montana School for the Deaf and the Blind, Great Falls MT  
**STATUS:** Part Time/Permanent – 20 hours/week  
**POSITION NUMBER:** 51300205  
**BARGAINING UNIT:** UFCW  
**CLOSING DATE:** First screening October 5, 2022

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## **TYPICAL DUTIES:**

This position is a part-time position that will be scheduled to work 20 hours per week. Depending on the season and the needs of the school, this position will work various hours as dictated by weather and/or community activities occurring at our facilities. The days and hours will be scheduled with the school superintendent on a weekly basis. The position will work Saturday through Wednesday on most weeks. This position will also be asked to fill in for any full-time maintenance worker that has requested time off during the week. Hours may vary during any breaks throughout the school year.

Duties for the position will include cleaning the gymnasium, concessions stand, and public bathrooms on the weekends when we have activities in the gymnasium. The cleaning of the gymnasium includes the gym floor and bleachers. This position will also include taking all garbage out to the trash bins. During the winter months, this position will be responsible for cleaning snow from the sidewalks and parking lots of the school during the weekends. This position will also be responsible for keeping the school grounds clean by mowing and trimming grass and occasionally trimming trees found on campus. This position will also complete all other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

To be successful in this position, the worker must have the ability to follow written and verbal instructions, this includes utilizing our work order system and computer system. Applicants must possess a valid State of Montana driver's license. Must be able to operate a truck with snowplow, tractor with bucket, mowing machines, and other equipment needed to keep the school grounds clean and safe. Should have knowledge of using commercial cleaning equipment and cleaning supplies. If the applicant does not have the skills initially, he/she must be willing to learn how to operate.

## **QUALIFICATIONS:**

Preferred one year cleaning experience with knowledge, skills and abilities listed above.

**BENEFITS:** Full State of Montana benefits package

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**ACCOMMODATIONS:** The State of Montana and the Montana School for the Deaf and the Blind makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the recruitment and selection process. For the school to consider any such accommodations, the applicant must notify the school in writing of any needed accommodation by the application deadline.

**IMMIGRATION REFORM AND CONTROL ACT:** In accordance with the Immigration Reform and Control Act, the person selected must produce within three (3) days of hire, documentation that he/she is authorized to work in the United States. Examples of such documentation include a birth certificate or social security card along with a driver's license or other picture I.D., a United States passport or a green card.

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**ADDITIONAL REQUIREMENTS:** MSDB is a non-smoking environment. There are no authorized smoking areas and smoke breaks are not given. All successful candidates must submit to a background check, which includes a criminal record review, and must not possess any felony or DUI convictions. Additionally, an "Applicant Release Form" must be completed and signed as part of the application.

The work performed in a typical setting at MSDB involves mostly sedentary to light physical activity, typically requiring occasional exertion of up to 20 lbs. of force and walking or standing to a significant degree. The employee may need to climb stairs, bend, stoop, reach, and handle objects. The employee may occasionally lift and/or move up to 50 lbs. The person in this position works in multiple buildings across campus and must be able to travel independently between buildings.

This position requires interactions with staff who may have very different and very strong beliefs about the best ways to educate students who are deaf or hard of hearing. The person in this position must be open-minded and respectful regarding different educational philosophies. This position requires some amount of time engaging in signing which has been known to lead to repetitive motion injuries such as carpal tunnel.

The successful candidate must have the ability to learn basic sign language skills to communicate with deaf staff and students.

**TENURE:** Certificated teaching staff will be notified by June 1 of reelection (Collective Bargaining Agreement, Article 7, Section 5). Whenever a teacher has been offered and accepted a contract for the fourth consecutive year of employment, the teacher is considered to be reelected from year to year as a tenured teacher (Collective Bargaining Agreement, Article 7, Section 3. A.).

**APPLICATION AND SELECTION PROCESS:** Selection procedures to be used in evaluating applicant's qualifications include an evaluation of the Montana State Application form, structured interview, and reference checks. Incomplete or unsigned application forms may not be considered.

**APPLICATION:** <https://statecareers.mt.gov>

#### An Affirmative Action/Equal Opportunity Employer

The Montana School for the Deaf and the Blind is an Affirmative Action/Equal Opportunity Employer (EOE). MSDB will not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, disability, age, political or religious affiliation or ideas, culture, creed, ancestry, social origin or condition, genetic information, sexual orientation, gender identity or expression, military service or veteran status, marital status. Announcement of this policy is in accordance with state and federal laws, including Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Employees and participants who have an inquiry or complaint of harassment or discrimination, or who need information about accommodations for persons with disabilities, should contact the Affirmative Action Officer, Montana School for the Deaf and the Blind, 3911 Central Avenue, Great Falls, Montana 59405. Phone (406) 771-6000