



# ***New Employees***

## **Welcome to Knox County Schools!**

The district offers a host of benefits that include health, dental, life, and disability insurance, as well as retirement benefits and more at reasonably priced premiums for eligible employees.

### **Health**

- Health Comparison Chart
- Health Premiums
- Health Enrollment Form

### **Dental**

- Dental Coverage & Percentages
- Dental Premiums
- Dental Enrollment Form

### **Vision**

- Vision Coverage & Percentages
- Vision Premiums
- Vision Enrollment Form

# Cabinetry

**2022 / 2023**

## Pay Schedule E

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
| 7    | \$20.24     |
| 8    | \$20.79     |
| 9    | \$21.40     |
| 10   | \$22.21     |
| 11   | \$23.03     |
| 12   | \$23.86     |
| 13   | \$24.77     |
| 14   | \$25.65     |

## Employment Opportunities

### Where to Apply

- \* [knoxschools.org](http://knoxschools.org)
- \* Click on I WANT TO...
- \* Click on Apply for a Job
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## HUMAN RESOURCES

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### *Maintenance* **CARPENTER**

#### **JOB SUMMARY**

Build and repair structures, furniture, doors, etc.

#### **QUALIFICATIONS**

- High School Diploma or GED preferred
- Ability to communicate well with others
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years experience carpentry experience and evidence of completion of an accredited carpentry apprenticeship or training program, vocational education training or on-the-job training.
- Be familiar with local, state and federal building codes.
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### **RESPONSIBILITIES/JOB DUTIES**

- Report to Carpenter foreman, leadman or assigned supervisor
- Plan and coordinate work assignments
- Communicate and schedule work in a manner that will least impact the normal school activities at the affected facilities
- Ensure quality preventive and corrective maintenance all affected facilities. To participate in continuing education both on-the-job and in classroom instruction.
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Communicate regularly with immediate supervisor about task-related concerns
- Inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of KCS Work Order system in order to adequately bring assigned work task to closure
- Build and/or repair structures including metal stud drywall partitions, windows floors, roofs, steps, etc.
- Have working knowledge of commercial duty door hardware such as exit devices, locks, door closers, adjustment and repair of metal and wood doors, including installation and repair
- Construct and repair school and office furniture
- Have working knowledge of interior trim, installation and repair, including installation of millwork such as cabinetry and follow millwork shop drawing plans
- Collect and deliver materials needed for projects at various Knox County Schools
- Repair roof leaks to various roof applications in emergencies
- Respond to "after hour" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County Schools' facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned

# Carpentry

## 2022 / 2023 Pay Schedule E

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
| 7    | \$20.24     |
| 8    | \$20.79     |
| 9    | \$21.40     |
| 10   | \$22.21     |
| 11   | \$23.03     |
| 12   | \$23.86     |
| 13   | \$24.77     |
| 14   | \$25.65     |

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Store Room



## HUMAN RESOURCES

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### *Maintenance* **CARPENTER**

#### **JOB SUMMARY**

Build and repair structures, furniture, doors, etc.

#### **QUALIFICATIONS**

- High School Diploma or GED preferred
- Ability to communicate well with others
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years experience carpentry experience and evidence of completion of an accredited carpentry apprenticeship or training program, vocational education training or on-the-job training.
- Be familiar with local, state and federal building codes.
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### **RESPONSIBILITIES/JOB DUTIES**

- Report to Carpenter foreman, leadman or assigned supervisor
- Plan and coordinate work assignments
- Communicate and schedule work in a manner that will least impact the normal school activities at the affected facilities
- Ensure quality preventive and corrective maintenance all affected facilities. To participate in continuing education both on-the-job and in classroom instruction.
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Communicate regularly with immediate supervisor about task-related concerns
- Inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of KCS Work Order system in order to adequately bring assigned work task to closure
- Build and/or repair structures including metal stud drywall partitions, windows floors, roofs, steps, etc.
- Have working knowledge of commercial duty door hardware such as exit devices, locks, door closers, adjustment and repair of metal and wood doors, including installation and repair
- Construct and repair school and office furniture
- Have working knowledge of interior trim, installation and repair, including installation of millwork such as cabinetry and follow millwork shop drawing plans
- Collect and deliver materials needed for projects at various Knox County Schools
- Repair roof leaks to various roof applications in emergencies
- Respond to "after hour" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County Schools' facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned

# Central Warehouse

2022 / 2023

## Pay Schedule D

| Step | Hourly Rate |
|------|-------------|
| 0    | \$14.91     |
| 1    | \$15.39     |
| 2    | \$15.81     |
| 3    | \$16.31     |
| 4    | \$16.73     |
| 5    | \$17.23     |
| 6    | \$17.71     |
| 7    | \$18.22     |
| 8    | \$18.70     |
| 9    | \$19.24     |
| 10   | \$19.96     |
| 11   | \$20.71     |
| 12   | \$21.44     |
| 13   | \$22.24     |
| 14   | \$23.09     |

## Employment Opportunities

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*Knox County Schools*  
HUMAN RESOURCES

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*Maintenance Department*  
**MATERIAL TRUCK DRIVER/UTILITY PERSON**  
**MAINTENANCE DEPARTMENT**

**JOB SUMMARY**

Load supplies and equipment, unload supplies and equipment, and drive various trucks to different buildings.

**QUALIFICATIONS**

- High School Diploma or GED preferred
- Valid Tennessee Operator License
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**RESPONSIBILITIES/JOB DUTIES**

- Reports to Support Team Foreman
- Drive heavy trucks to transport materials/manual shift and automatic
- Lubricate trucks and perform minor repairs
- Lift, climb, bend, and kneel in order to complete assigned tasks
- Perform heavy physical labor during adverse weather conditions
- Follow verbal and written instructions
- Maintain effective working relationships with others
- Take and pass a driving course
- Transport materials, equipment, and personnel
- Assist skilled maintenance personnel in projects by holding, lifting, positioning, transporting and securing materials and equipment
- Load and unload trucks
- Set-up new schools with furniture, fixtures and equipment
- Maintains all surplus furniture in good working condition including maintaining an accurate record of the inventory
- Perform other duties as assigned



# Custodial

**2022 / 2023**

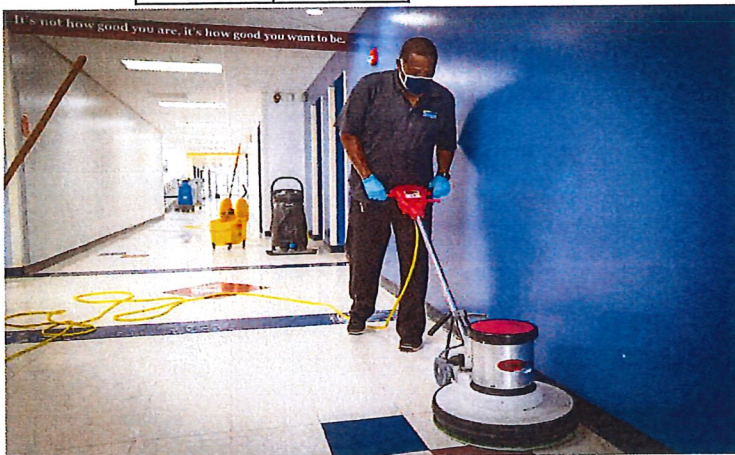
## **Pay Schedule CA**

| Step | Hourly Rate |
|------|-------------|
| 0    | \$10.89     |
| 1    | \$11.26     |
| 2    | \$11.55     |
| 3    | \$11.88     |
| 4    | \$12.21     |
| 5    | \$12.59     |
| 6    | \$12.91     |
| 7    | \$13.29     |
| 8    | \$13.64     |
| 9    | \$14.04     |
| 10   | \$14.56     |
| 11   | \$15.10     |
| 12   | \$15.64     |
| 13   | \$16.21     |
| 14   | \$16.82     |

## **Employment Opportunities**

### **Where to Apply**

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## KNOX COUNTY SCHOOLS

### CUSTODIAN

(Revised 8-20-21)

**Job Summary:** Responsible for maintaining cleanliness of the building and opening/closing designated school facilities and grounds.

#### **Custodian Qualifications:**

- Present a clean, neat appearance to students, employees, and the general public
- Command respect of students and staff by setting a good example
- Exhibit good attendance and punctuality
- Must be detail oriented and possess time management/multitasking abilities
- Must be able to operate or be trained to operate custodial/janitorial equipment such as buffers, carpet cleaners, floor strippers and other applicable cleaning equipment to maintain the cleanliness of the facility
- Perform heavy-duty cleaning during school breaks (i.e. move furniture, strip/wax tile floors, etc.)
- Must be able to lift 50 lbs frequently, 100 lbs occasionally, and 100+ lbs with assistance
- Must exhibit proper communication skills with the staff and co-workers in an appropriate and ethical manner.
- Must be able to stand, walk, and bend for several hours, perform repetitive motion for long periods of time, possess ability to lift heavy objects, climb ladders, and work at <8' heights.
- Must comply with OSHA standards in relation to the proper use of chemicals and equipment involved in the day-to-day completion of custodial cleaning tasks.

#### **Custodian Job Responsibilities**

- Report to the Head Custodian and/or Custodial Foreman
- Maintain building and property in overall clean and orderly condition
- Maintain and clean floor surfaces, including sweeping, mopping, scrubbing, and vacuuming
- Clean, sanitize, and monitor/maintain classrooms, restrooms, corridors, and entrance areas on a daily basis
- Empty trash cans and properly dispose in outside waste containers
- Clean windows, partitions, and mirrors, using appropriate cleaners and equipment
- Spot clean carpets; assist in carpet extractions and shampooing
- Replenish soap, trash bags, paper products, and sanitary supplies in restrooms
- Stock supplies and replace trash bags in classrooms, office areas, and break rooms
- High dust and clean light fixtures
- Clean, sanitize, and polish fixtures and furniture
- Maintain cleanliness in cafeteria and gym areas
- Maintain outside appearance of the campus. (i.e. litter removal, empty exterior trash cans, leaf/snow removal at exterior entrances, spread ice melt on walkways, etc.)
- General cleaning and sanitizing, stripping/waxing as required
- Follow procedures for the use of chemical cleaners and power equipment in order to prevent damage to floors and other surfaces/fixtures.
- Observe building security and safety policies
- Perform other duties as assigned

#### **Education & Experience Requirements**

- High school diploma or equivalent preferred.
- Valid State of Tennessee driver's license or State ID
- Job Types: Full-time (8-hour) & Part-time (4-hour)



# Electrical

2022 / 2023

## Pay Schedule E

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
| 7    | \$20.24     |
| 8    | \$20.79     |
| 9    | \$21.40     |
| 10   | \$22.21     |
| 11   | \$23.03     |
| 12   | \$23.86     |
| 13   | \$24.77     |
| 14   | \$25.65     |

## Employment Opportunities

### Where to Apply

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## HUMAN RESOURCES

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### *Maintenance & Operations*

### **ELECTRICIAN**

#### **JOB SUMMARY**

Repair and maintain electrical systems, including lighting systems

#### **QUALIFICATIONS**

- High School Diploma or GED preferred
- Ability to manage and communicate with others
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years electrical experience and evidence of completion of an accredited electrical apprenticeship or training program, vocational education training or on-the-job training which provides the knowledge, skills and abilities for this position
- Must be familiar with local, state and federal electrical codes
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### **RESPONSIBILITIES/JOB DUTIES**

- Report to Electrical Foreman or assigned supervisor
- Plan and coordinate work assignments
- Communicate and schedule work in a manner that will least impact the normal school activities at the affected facilities
- Ensure quality preventive and corrective maintenance to all affected facilities
- Participate in and promote continuing education, both on-the-job and in classroom instruction
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Provide immediate supervisor with correct information regarding assigned tasks so that materials and/or tools may be acquired in a timely manner to optimize employee production
- Meet and communicate regularly with immediate supervisor on task related concerns
- Ensure productivity, inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of KCS Work Order System in order to adequately bring assigned work tasks to closure
- Assist in installation and maintenance of various electrical equipment
- Assist other craftsmen in other electrical areas as directed
- Perform preventative maintenance on selected electrical equipment
- Assist in maintaining clocks, intercom systems and fire alarm systems
- Assign and delegate labor duties
- Provide training for laborer/helper duties
- Collect and deliver materials needed for projects
- Respond to "after hours" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County Schools' facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned

# Grounds/Mowing

**2022 / 2023**

## Pay Schedule A

| Step | Hourly Rate |
|------|-------------|
| 0    | \$11.84     |
| 1    | \$12.24     |
| 2    | \$12.58     |
| 3    | \$12.94     |
| 4    | \$13.31     |
| 5    | \$13.68     |
| 6    | \$14.04     |
| 7    | \$14.47     |
| 8    | \$14.87     |
| 9    | \$15.27     |
| 10   | \$15.83     |
| 11   | \$16.43     |
| 12   | \$17.04     |
| 13   | \$17.67     |
| 14   | \$18.32     |

## Employment Opportunities

### Where to Apply

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*Maintenance*  
**GROUNDS MOWER/LANDSCAPING**

**JOB SUMMARY**

Maintain grounds at Knox County Schools' Facilities including lawnmowing, weed eating, snow and ice removal, tree trimming, bush trimming, mulching, and other landscaping needs.

**QUALIFICATIONS**

- High School Diploma or GED preferred
- Ability to communicate with others
- Ability to work a flexible schedule
- Dependable transportation
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years experience in grounds maintenance/landscaping preferred
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**ESSENTIAL FUNCTIONS/JOB DUTIES**

- Report to Grounds Department Foreman, Leadman and crew leader
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Provide immediate supervisor with correct information regarding assigned tasks so that materials and/or tools may be acquired in a timely manner to optimize employee production
- Meet and communicate regularly with immediate supervisor on task related concerns
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at various heights
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Operate any and all equipment used in grounds maintenance as requested by supervisor
- Cut and trim grass, weeds, brush and trees as required
- Remove trash, trees, brush, limbs and debris from school sites
- Collect and deliver materials needed for projects
- Respond to "after hours" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County School facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned



# Heating, Ventilation, & Air Conditioning

2022 / 2023

## Pay Schedule F

| Step | Hourly Rate |
|------|-------------|
| 0    | \$19.49     |
| 1    | \$19.98     |
| 2    | \$20.47     |
| 3    | \$20.97     |
| 4    | \$21.46     |
| 5    | \$21.97     |
| 6    | \$22.50     |
| 7    | \$23.03     |
| 8    | \$23.57     |
| 9    | \$24.14     |
| 10   | \$24.93     |
| 11   | \$25.72     |
| 12   | \$26.54     |
| 13   | \$27.41     |
| 14   | \$28.28     |

## Employment Opportunities

### Where to Apply

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*Maintenance Department*  
**HVAC/BOILER REPAIRMAN**

**JOB SUMMARY**

Repair, replace, maintain, and install HVAC and boiler systems.

**QUALIFICATIONS**

- High School Diploma or GED preferred
- Ability to manage and communicate with others including ability to train and discipline employees
- Two or more years experience in installation and repair of HVAC/boiler equipment and components, and evidence of completion of; an accredited Refrigeration/HVAC/Boiler repair apprenticeship or training program, vocational education training, or on-the-job training
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Knowledge and understanding of pneumatic and electronic control systems
- Must be familiar with local, state and federal electrical and mechanical codes
- Must have CFC certification
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**ESSENTIAL FUNCTIONS/JOB DUTIES**

- Report to HVAC Foreman or assigned supervisor
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Provide immediate supervisor with correct information regarding assigned tasks so that materials and/or tools may be acquired in a timely manner to optimize employee production
- Meet and communicate regularly with immediate supervisor on task related concerns
- Ensure productivity, inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Work in confined spaces, exposed to fumes, chemicals, grease, acids, oil and in the vicinity of noise and vibration
- Wear respirator, eye protection, gloves or other protective equipment
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of KCS Work order system in order to adequately bring assigned work tasks to closure
- Repair, replace or install pneumatic, hydraulic or electronic control systems and devices on HVAC systems
- Repair and maintain air conditioning and refrigeration systems and components
- Adjust and regulate air and water flow in HVAC systems to maintain efficiency and performance including closed loop systems
- Maintain inventory and accountability for tools, parts, test equipment and supplies used in the repair of controls equipment
- Maintain an up to date library of control prints, catalogues, and technical material related to HVAC control systems
- Perform preventative maintenance on selected HVAC equipment
- Maintain in both emergency and in normal conditions, various tasks on pressure vessels such as hot water boilers, steam boilers and gas fired water heaters
- Repair, engineer and install gas piping to meet or exceed industry standards
- Assign and delegate labor duties
- Provide training for laborer/helper duties
- Collect and deliver materials needed for projects
- Respond to "after hours" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County Schools' facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned



# Mechanic

**2022 / 2023**

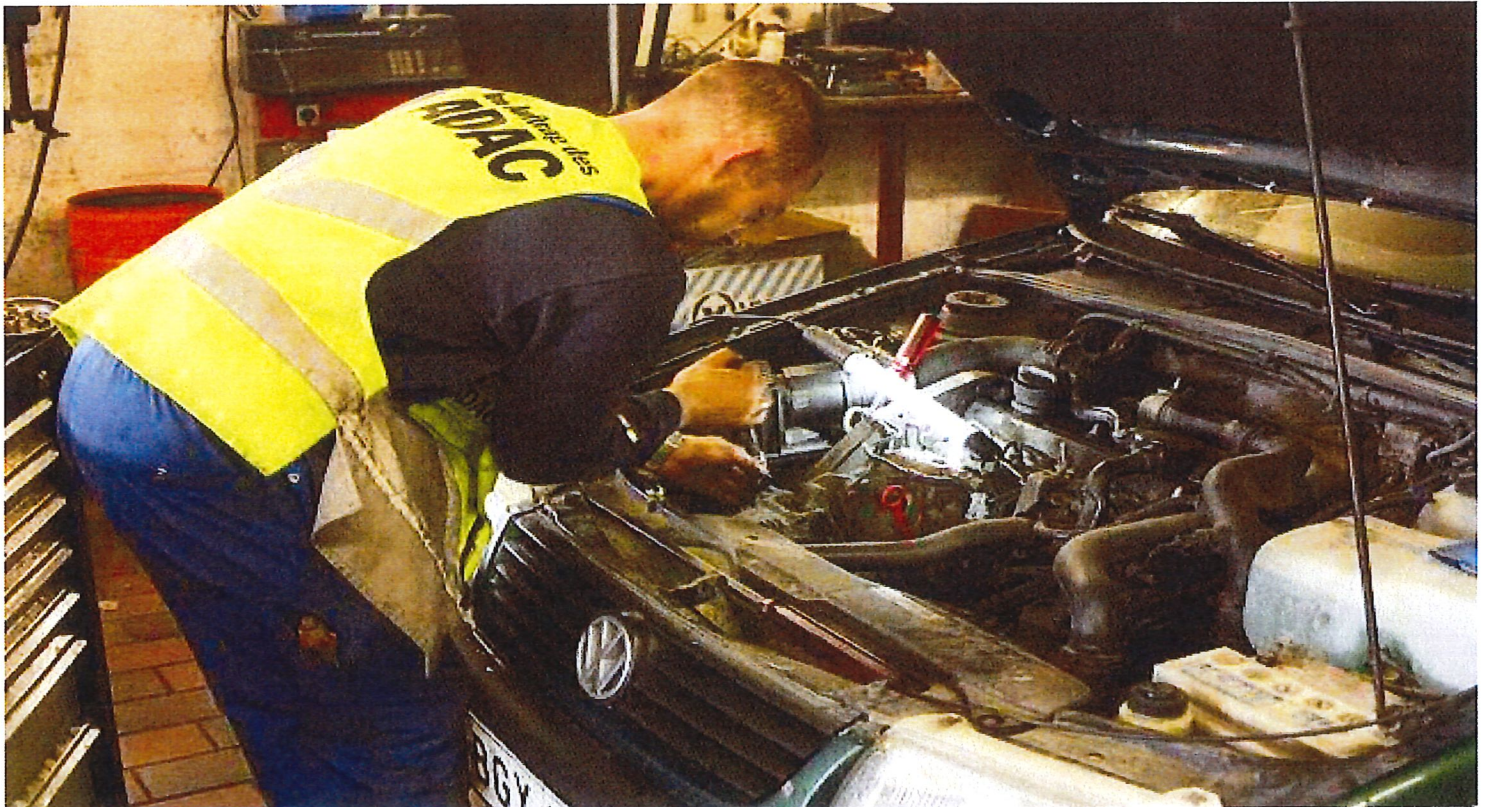
## **Pay Schedule E**

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
| 7    | \$20.24     |
| 8    | \$20.79     |
| 9    | \$21.40     |
| 10   | \$22.21     |
| 11   | \$23.03     |
| 12   | \$23.86     |
| 13   | \$24.77     |
| 14   | \$25.65     |

## **Employment Opportunities**

### **Where to Apply**

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## HUMAN RESOURCES

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### *Maintenance* **MECHANIC**

#### JOB SUMMARY

To repair and maintain vehicles and equipment.

#### QUALIFICATIONS

- High school diploma or GED preferred
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Three or more years experience at the mechanic level in repair of automotive equipment or heavy equipment or completion of a high school vocational training in auto mechanics
- Valid Tennessee operator's license
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### ESSENTIAL FUNCTIONS/JOB DUTIES

- Report to Lead Mechanic
- Provide information to immediate supervisor so that supplies and/or tools may be acquired in a timely manner to optimize employee production
- Meet and communicate regularly with immediate supervisor on task related concerns
- Inspect vehicles, perform manual tasks and complete work orders as scheduled
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Maintain accurate records so that corrective and preventive maintenance goals are accomplished
- Ensure that safe work habits and good engineering practices are observed
- Operate and care for power and hand tools
- Operate any and all equipment used in mechanic shop
- Participate in the training of the mechanic helpers or coop students
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned



## Movers/Drivers

**2022 / 2023**

### Pay Schedule D

| Step | Hourly Rate |
|------|-------------|
| 0    | \$14.91     |
| 1    | \$15.39     |
| 2    | \$15.81     |
| 3    | \$16.31     |
| 4    | \$16.73     |
| 5    | \$17.23     |
| 6    | \$17.71     |
| 7    | \$18.22     |
| 8    | \$18.70     |
| 9    | \$19.24     |
| 10   | \$19.96     |
| 11   | \$20.71     |
| 12   | \$21.44     |
| 13   | \$22.24     |
| 14   | \$23.09     |

### Employment Opportunities

#### Where to Apply

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# Support

**2022 / 2023**

## **Pay Schedule E**

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
| 7    | \$20.24     |
| 8    | \$20.79     |
| 9    | \$21.40     |
| 10   | \$22.21     |
| 11   | \$23.03     |
| 12   | \$23.86     |
| 13   | \$24.77     |
| 14   | \$25.65     |

## **Employment Opportunities**

### **Where to Apply**

- \* knoxschools.org
- \* Click on I WANT TO...
- \* Click on Apply for a Job
- \* Click on Red Box (>>APPLY ONLINE NOW)
- \* Click on Blue Box (LOG IN)
- \* In the second box click on the sign up button
- \* Fill out the Enter Account Details (click on the blue CREATE ACCOUNT Button)





*Knox County Schools*  
HUMAN RESOURCES

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*Maintenance Department*  
**MATERIAL TRUCK DRIVER/UTILITY PERSON**  
**MAINTENANCE DEPARTMENT**

**JOB SUMMARY**

Load supplies and equipment, unload supplies and equipment, and drive various trucks to different buildings.

**QUALIFICATIONS**

- High School Diploma or GED preferred
- Valid Tennessee Operator License
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**RESPONSIBILITIES/JOB DUTIES**

- Reports to Support Team Foreman
- Drive heavy trucks to transport materials/manual shift and automatic
- Lubricate trucks and perform minor repairs
- Lift, climb, bend, and kneel in order to complete assigned tasks
- Perform heavy physical labor during adverse weather conditions
- Follow verbal and written instructions
- Maintain effective working relationships with others
- Take and pass a driving course
- Transport materials, equipment, and personnel
- Assist skilled maintenance personnel in projects by holding, lifting, positioning, transporting and securing materials and equipment
- Load and unload trucks
- Set-up new schools with furniture, fixtures and equipment
- Maintains all surplus furniture in good working condition including maintaining an accurate record of the inventory
- Perform other duties as assigned



# Painters

**2022 / 2023**

## **Pay Schedule D**

| Step | Hourly Rate |
|------|-------------|
| 0    | \$14.91     |
| 1    | \$15.39     |
| 2    | \$15.81     |
| 3    | \$16.31     |
| 4    | \$16.73     |
| 5    | \$17.23     |
| 6    | \$17.71     |
| 7    | \$18.22     |
| 8    | \$18.70     |
| 9    | \$19.24     |
| 10   | \$19.96     |
| 11   | \$20.71     |
| 12   | \$21.44     |
| 13   | \$22.24     |
| 14   | \$23.09     |

## **Employment Opportunities**

### **Where to Apply**

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## HUMAN RESOURCES

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### *Maintenance* **PAINTER**

#### JOB SUMMARY

Prepare areas for paint, paint walls, woodwork, furniture, and fixtures.

#### QUALIFICATIONS

- High school diploma or GED preferred
- Dependable transportation to various facilities
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years experience, apprenticeship or training program, vocational education training, or on-the-job training program.
- Ability to manage and communicate with others including ability to train and discipline employees
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### ESSENTIAL FUNCTIONS/JOB DUTIES

- Report to Paint Foreman or assigned supervisor
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Provide immediate supervisor with correct information regarding assigned tasks so that materials and/or tools may be acquired in a timely manner to optimize employee production
- Meet and communicate regularly with immediate supervisor on task related concerns
- Ensure productivity, inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of Knox County School work order system in order to adequately bring assigned work tasks to closure
- Prepare surfaces to receive paint by sanding, scaling, brushing or other means as necessary; fill cracks and holes; sand and paint
- Paint and redecorate interior and exterior walls, woodwork, furniture and fixtures
- Apply paint by brushing, rolling or spraying
- Clean and care for equipment after use: rollers, brushes, sprayer, etc.
- Mix, tint, blend and match paint as necessary
- Rig and inspect for safety, scaffolding for interior and exterior work
- Perform finish work using stains and varnishes
- Clean job site as necessary to maintain work area in a neat and clean condition during and at completion of shift
- Must be available for first or second shift or work unusual hours due to the nature of using painting materials
- Must be able to respond to "after hours" emergency calls when need
- Must be able to tolerate paint fumes, dust and spray and the use of respirators and particle masks
- Collect and deliver materials needed for projects
- Work under adverse weather conditions when the need arises
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned

# Plumbing

2022 / 2023

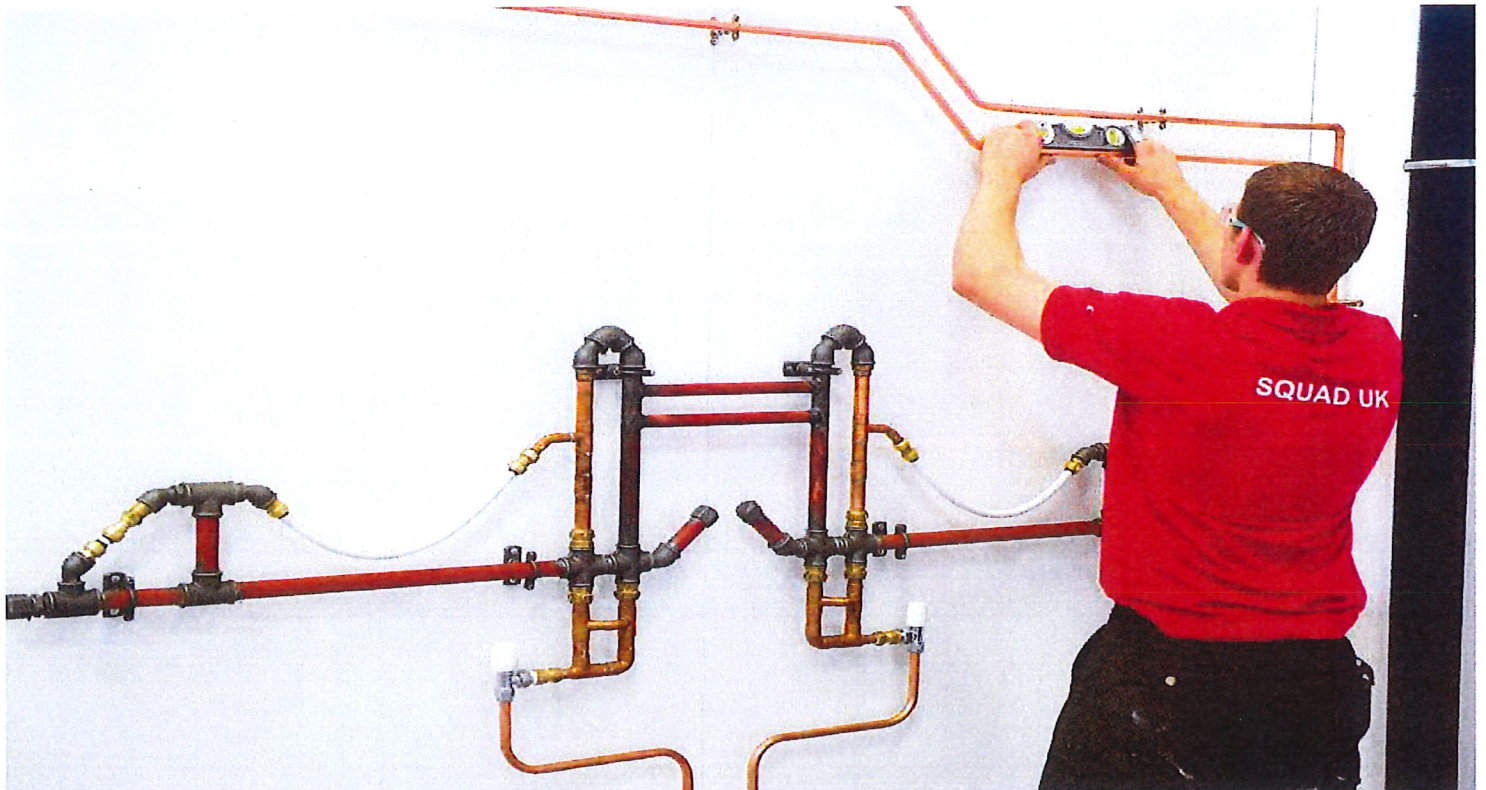
## Pay Schedule E

| Step | Hourly Rate |
|------|-------------|
| 0    | \$16.60     |
| 1    | \$17.12     |
| 2    | \$17.62     |
| 3    | \$18.11     |
| 4    | \$18.63     |
| 5    | \$19.15     |
| 6    | \$19.69     |
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| 10   | \$22.21     |
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| 12   | \$23.86     |
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## Employment Opportunities

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## HUMAN RESOURCES

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### *Maintenance* **PLUMBER**

#### JOB SUMMARY

Responsible for the safe condition of pipes, drains, and plumbing fixtures in Knox County Schools' facilities.

#### QUALIFICATIONS

- High School Diploma or GED preferred
- Ability to communicate with others
- Dependable transportation to various sites
- Must be able to lift 50 lbs. frequently, 100 lbs. occasionally and 100+ lbs. with assistance
- Two or more years plumbing experience in installation and repair of plumbing equipment and components and evidence of completion of an accredited plumbing apprenticeship or training program, vocational education training or on-the-job training
- Be familiar with local, state and federal building codes
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

#### *ESSENTIAL FUNCTIONS/JOB DUTIES*

- Report to Plumber Foreman, Leadman, or assigned supervisor
- Plan and coordinate work assignments
- Communicate and schedule work in a manner that will least impact the normal school activities at the affected facilities.
- Ensure quality preventive and corrective maintenance at the affected facilities
- Participate in continuing education both on-the-job and in classroom instruction
- Ensure that assigned Maintenance Work Orders are completed as scheduled
- Communicate regularly with immediate supervisor about task-related concerns
- Inspect assigned work sites before work begins and at completion
- Assist in other special projects or assigned duties as designated by immediate supervisor
- Ensure that safe work habits and good engineering practices are observed
- Read and write English
- Ability to read a tape measure, read and interpret blueprints and schematics, calculate needed materials for individual projects; perform mathematical computations (i.e., measuring angles, adding and subtracting fractions, etc.)
- Lift, climb, bend and kneel in order to complete assigned tasks
- Tolerate working at heights off of a ladder or scaffold
- Perform heavy physical labor during adverse weather conditions
- Operate and care for power tools and hand tools
- Follow verbal and written instructions
- Maintain cooperative and effective working relationships with others
- Develop working knowledge of KCS Work Order system in order to adequately bring assigned work task to closure
- Unclog and install drains, coolers, commodes and urinals
- Maintain outdoor sprinklers, waste disposal systems, water supply lines and waste lines
- Work with various craftsmen such as plasterers, roofers, painters and carpenters in regards to coordination of plumbing services
- Make on site determinations as to type and placement of drain and water systems
- Collect and deliver materials needed for projects at various Knox County Schools
- Respond to "after hour" emergency calls when needed
- Work under adverse weather conditions when the need arises, to prevent structural or property damage to Knox County Schools' facilities
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned