

General Maintenance Worker
Northern Essex Community College

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Posted Aug. 5, 2025, set to expire Dec. 3, 2025

Job Title General Maintenance Worker
Department Maintenance
Institution Northern Essex Community College
Haverhill, Massachusetts

Date Posted Aug. 5, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Facilities/Maintenance/Transportation

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Job Description

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General Maintenance Worker

POSITION: Full-Time General Maintenance Worker (Maintainer II): Building and Grounds; Lawrence and Haverhill campus; 40 hours per week, Monday through Friday, 7:00am - 3:30pm; AFSCME Unit II Position

SUMMARY: The basic purpose of position is to perform various manual tasks required for the routine maintenance of the buildings and grounds of an educational campus.

RESPONSIBILITIES:

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The responsibilities include, but are not limited to the following:

- Performs routine manual tasks involved in the maintenance, repair or beautification of campus grounds or roads, such as cutting grass, weeds or brush; cleaning culverts, gutters, catch-basins, drains or ditches; loading and unloading vehicles; moving and setting up furniture; spreading sand, gravel, loam or asphalt; digging ditches or post-holes; setting or pulling posts; repairing guardrails or fences; patching concrete or asphalt surfaces; maintaining, erecting or repairing signs; cleaning or marking roadways for parking lots; erecting or dismantling snow fences; painting fences, posts, guardrails or building exteriors.
- Performs routine laboring tasks to assist skilled tradespeople engaged in maintenance, repair or construction work using hand and electrical tools appropriate to craft, such as assisting with the dismantling, fabrication, alteration and construction of building structures and building systems.
- Sweeps sidewalks, rakes and collects leaves, collects and hauls debris or rubbish, shovels snow, sands roadways or walkways; performs other manual tasks involved with snow removal, control and disposal.
- Makes general repairs of a simple nature, including minor repairs to groundskeeping equipment.
- Operates wheel tractors, electric trimmers, buffers or other similar mechanical or power-driven equipment; drives a truck.
- The Classification Specification is available at:
<http://www.mass.edu/shared/documents/classificationspecs/specspers/Maintainer Series.doc>

Job Requirements:

MINIMUM QUALIFICATIONS:

- Applicants must have at least (A) one year of full-time, or equivalent part-time, experience in building custodial or institution housekeeping work; or in landscaping, groundskeeping, park maintenance or tree maintenance work.
- Ability to understand and apply the laws, rules, regulations, policies, procedures, specifications, standards and guidelines governing assigned unit activities.
- Knowledge of the methods followed in building custodial, maintenance, groundskeeping and storekeeping work.
- Knowledge of safety practices and procedures followed in building maintenance, custodial, groundskeeping and storekeeping work.
- Skill in the use of small hand tools used in building maintenance, such as pliers, hammers, wrenches, etc.

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PREFERRED QUALIFICATIONS:

- Experience working with and supporting a culturally diverse population.

EQUIVALENCY STATEMENT: Applicants who do not meet the qualifications as noted above are encouraged to put in writing precisely how their background and experience has prepared them with the equivalent combination of education, training, and experience required for the responsibilities of this position.

BACKGROUND CHECK: Candidates will be required to pass a CORI and SORI check as a condition of employment.

Additional Information:

SALARY: \$1,727.99 - \$2,321.56 biweekly (\$44,927.74 - \$60,360.56 annually). Pay grade 11.

Complete fringe benefit package including competitive health insurance, free dental insurance, basic life insurance, long-term disability insurance, paid sick, vacation and personal leave, educational benefits for employee/spouse/dependents, and excellent retirement benefits.

ANTICIPATED START DATE: ASAP

To apply, click [HERE](#)

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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Northern Essex Community College

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