

Elementary & High School
201 College Ave.
Britton, MI 49229
Phone: 517.451.4581
Fax: 517.451.8595



Upper Elementary & Middle School
252 Deerfield Rd.
Deerfield, MI 49238
Phone: 517.447.3015
Fax: 517.447.3216

Britton Deerfield Schools

JOB POSTING

September 18, 2025

Director of Maintenance and Transportation

Position Summary: The director of maintenance and custodial is responsible for maintaining buildings, systems, equipment, and grounds, to ensure full and productive use of district facilities.

Posting Date: September 18, 2025

Location: Britton Building

Salary: Salary based on experience
8 hours per day, 5 days/week, 12 months/year
6:00 a.m. – 2:30 p.m.

Duties and Responsibilities:

- This position reports directly to the Superintendent and is responsible for the day-to-day supervision of all facilities and custodians.
- This is a supervisory position and requires the management of systems and employees.
- Assume responsibility for the overall direction and management of school maintenance, operations, grounds, including but not limited to: ceilings, tile, carpet, drywall, electrical, plumbing, concrete, masonry, windows/doors, hardware, installation, finish work, general cleaning and sanitizing, HVAC equipment and controls, boiler equipment and controls, facility inspections, and maintenance of all safety and code requirements of local, State and Board of Education policy and law.
- Snow plowing and salt as needed.
- Maintain all school grounds (mowing, trimming, etc.) and assist the athletic director with the lining and upkeep of all athletic fields and areas.
- Understand, use, and can train staff on the use of the online service desk for completion of tasks.
- Reviews email communications daily and responds in a timely manner.
- Regular and reliable attendance each day.
- Ability to follow all district policies and MIOSHA requirements.
- Willing to train staff and to obtain required certifications as requested by the district.
- Responds to work orders in a timely manner.
- Actively participates in planning and implementing capital improvement projects in coordination with the Superintendent, Board of Education, and the Business Manager.
- Responds to emergencies for the purposes of addressing immediate safety and health concerns, including after hours and weekend calls.
- Assist in monitoring safety conditions, including roadways, as they relate to school closings.
- Always conduct his/herself in a professional manner.
- Plan and implement the safe and efficient routing of all buses.
- Obtain and maintain all credentials necessary for proper operation of a school bus.
- Attends seminars, professional learning and certification classes required for job duties.
- Possesses a drivers license that is in good standing and have no history of suspended or revoked license.
- Possibility to obtain a CDL, C, B, PS, and Air Brake Michigan License for assistance of bus fleet

- Must pass State and Federal Criminal Background Check.
- Must pass DOT physical and drug screen test and agree to be entered into the pool of random drug screen testing as related to school bus driving.
- Responsible for the upkeep and repair of all district equipment including school vans, mowers, snow blowers, plows, truck, tractor, etc.
- Maintain a safe and clean vehicle and work environment.
- Assume other responsibilities as directed by the Superintendent or their designee.

Working Conditions:

- Have sufficient strength, ability, and dexterity to perform all required responsibilities and duties.
- Ability to work outside in a variety of weather conditions, temperatures, and inclement conditions.
- Ability to work at elevated heights on extension ladders, rooftops, lifts, scaffolds, and other elevated surfaces.
- Establish and maintain a working relationship with all district students, staff, and community members.
- Must be able to lift heavy objects and push, pull and carry items related to job requirements.
- Communicate effectively both verbally and in writing.

To apply, send resume, cover letter and three references to:

Stacy Johnson, Superintendent
 Britton Deerfield Schools
 201 College Ave
 Britton, MI 49229
 517-451-4581 ext. 101

Email to: stacy.johnson@bdschools.us

Deadline for accepting applications is September 30, 2025 at 5:00 PM.