



AN EQUAL OPPORTUNITY EMPLOYER

Harford County Public Schools

Human Resources Office
102 S. Hickory Avenue, Bel Air, Maryland 21014
Telephone 410-588-5238

PERSONNEL VACANCY

PLEASE POST

GROUND AND EQUIPMENT MAINTENANCE I

(Anticipated Start Date - September 2010)

LOCATION:

Central Office - Facilities Management Department

**POSITION
SUMMARY:**

To help maintain the buildings of the school system in a condition of operating excellence to ensure that full use may be made at all times.

**ESSENTIAL
FUNCTIONS
INCLUDE:**

These are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.

- ▶ Cleans, lubricates, and maintains mechanical equipment used in grounds work.
- ▶ Mows, trims, mulches, and edges turf areas.
- ▶ Assists in grading, fertilizing, liming and aerating athletic fields and turf areas.
- ▶ Repairs and maintains jumping pits, track surfaces, cages, and related equipment.
- ▶ Assists with blacktop resurfacing and concrete areas.
- ▶ Maintains, repairs, and replaces chain link fences, sign pots, backstops, and other playground equipment.
- ▶ Operates trucks, radios, loaders, and other equipment used in salting operations and ice and snow removal.
- ▶ Assists with moving school equipment and supplies between school locations.
- ▶ Responds and assists during emergency situations including, but not limited to, inclement weather assignments, vandalism, and emergency repairs.
- ▶ Performs other work-related duties as assigned.

SALARY:

Grade 3 of the American Federation of State, County and Municipal Employees (AFSCME)
12-Month Employee Salary Schedule (\$27,435)

REQUIREMENTS:

- ▶ High school diploma or GED
- ▶ One year experience in the trade
- ▶ Physically able to perform the essential functions of the position, with or without reasonable accommodations, including lifting 100 pound bags of material and moving school/office furniture.
- ▶ Basic knowledge of mowing and grounds operation including experience in using hand tools, rakes, shovels, pruning equipment, and wheel barrows. Experience in the repair of mechanical equipment including mowers and chain saws.
- ▶ Knowledge of safety procedures and rules for the proper operation of mechanical equipment associated with grounds work.
- ▶ Hold and maintain a commercial driver's license.
- ▶ Must be available to respond to emergencies, including after hour emergencies.

DEADLINE:

Applications must be returned to the Human Resources Office no later than Tuesday, August 10, 2010. A resume will not be accepted in lieu of an application.

APPLICATIONS:

Applications are available on-line at www.hcps.org or may be obtained at any Harford County Public Schools location or the Human Resources Office.

The Harford County Public School System does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, marital status, genetic identification, political affiliation, or disability in matters affecting employment or in providing access to programs for employees. Inquiries related to the policies of the Board of Education of Harford County should be directed to the Manager of Communications, 410-588-5203.

July 28, 2010