VACANCY ANNOUNCEMENT

ELECTRICAL AND REFRIGERATION I
Central Office – Facilities

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.

DUTIES AND RESPONSIBILITIES INCLUDE

- Installs, replaces, and repairs electrical systems and equipment.
- Modifies electrical systems and equipment using specifications.
- Performs preventative maintenance on electrical systems, exhaust fans, and equipment.
- Repairs and installs window air conditioning units, refrigeration units, electric motors, and associated equipment.
- Performs preventative maintenance on window air conditioning, refrigeration, and ventilation units.
- 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 7 of the Salary Scale for 12-month AFSCME ($39,306)

REQUIREMENTS

- High school diploma or GED; additional technical education preferred.
- Three years’ experience in the trade.
- Hold and maintain a valid driver’s license with a willingness to obtain and maintain a commercial driver’s license.
- Hold and maintain a refrigeration recovery license.
- Hold and maintain a journeyman electrical license for Harford County.
- Able to read and interpret schematic drawings, and list materials needed in the repair of electrical and lighting units and controls.
- Knowledge of commercial wiring, refrigeration and ventilation equipment, and controls.
- Physically able to perform the essential functions, with or without reasonable accommodations, of the everyday responsibilities including lifting materials weighing up to 50 pounds and the ability to climb ladders in excess of 15 feet. Various lifts, tools and mechanical means of assistance should be employed for lifting heavier supplies, equipment, and material.
- Able to follow plans and procedures, determine the sequence of operations and complete a project using acceptable procedures.
- Must be available to respond to emergency calls, including after hour emergencies.
- Thorough knowledge of and skilled in the use of hand and power tools, locators, and test equipment associated with the trade; skilled in safety procedures and maintenance techniques.

HOW TO APPLY

Employment applications are accepted online only. To access the application, visit the Current Vacancies section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.
Online employment applications will be accepted until **February 26, 2020**.

The Harford County Public School System (HCPS) does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, gender identity, marital status, genetic information, or disability in matters affecting employment or in providing access to programs to employees. Inquiries related to the non-discrimination policy of the Board of Education of Harford County should be directed to the Supervisor of Equity and Cultural Proficiency, 410-809-6065.

This document is available in alternative form upon request. To request disability-related reasonable accommodations, please notify a staff member in the Human Resources Office at the time you are contacted for an interview.

**AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE**