

Newly Hired or Thinking of Working as a Facilities Serviceperson?

All newly hired Facilities Servicepersons have 60 work days from their hire date to complete the Asbestos Awareness and Lock-Out/Tag-Out courses and 131 work days to complete the Basic FSP Program. Assistant Head and Head positions require the additional completion of Professional and Master Program to be considered for an Assistant Head or Head position. Broward County Public Schools provides you with resources, opportunities and access to on the job training to help you be successful in meeting your professional learning goals.

Did You Know?

- Permanent Facilities Servicepersons receive a one-time bonus payment upon successful completion of each Basic, Professional and Master FSP Program.
- Employees receive a Certificate of Completion once they successfully complete the Facilities Servicepersons Program
- Get a head start on learning! The employee handbook for the Basic FSP Program is web-based and available 24/7 to further prepare employees to successfully complete and pass the post-test requirement
- Professional Learning Opportunities are available to all Facilities Servicepersons to enhance current job skills and professional knowledge
- Substitutes are allowed and encouraged to attend professional learning opportunities that are available to the permanent facilities staff. All that is needed is a personnel number to start learning

Tell Us How We Are Doing

Please help us to continue to improve the Facility Servicepersons' Program by completing the online survey using the link provided below.

<https://www.quia.com/sv/765021.html>



Educating Today's Students to
Succeed in Tomorrow's World

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754-321-5050
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http://www.broward.k12.fl.us/talentdevelopment/html/non_instructional.html

<https://browardcountyschools.sharepoint.com/sites/HRDFSP/SitePages/Home.aspx>

Facilities Serviceperson Programs



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"Twenty years from now you will be more disappointed by the things that you didn't do than by the ones you did do. So throw off the bowlines. Sail away from the safe harbor. Catch the trade winds in your sails. Explore. Dream. Discover."

[Mark Twain](#)



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About The Facilities Servicepersons Program

The Facilities Servicepersons Program (FSP) is designed to provide the knowledge and skills required to perform in the schools and departments of Broward County Schools. The programs require participants to know how to use equipment, properly clean and maintain a sanitary facility and manage and lead a staff. These programs, along with other professional development opportunities, afford the participants the opportunity to learn how to apply best practices and implement this new knowledge at their site. For those individuals who are ambitious and looking to be an Assistant Head or Head FSP, Broward County Public Schools offers the Professional and Master Programs.

Facilities Servicepersons Courses

Asbestos Awareness

This general awareness class is designed to help participants recognize the hazards of asbestos in their work environment and observe the steps necessary to avoid exposure. New Facilities Servicepersons personnel shall be trained within 60 days of their initial hire date.

Lock-Out/Tag-Out

This general awareness class is mandated safety training for new Facilities Servicepersons. Participants will learn the correct procedures for de-energizing equipment prior to servicing and will receive Lock-out/ Tag-out devices and understand how to use them. New Facilities Servicepersons personnel shall be trained within 60 days of their initial hire date.

Fire Safety Training

This four hour training is designed to provide participants with basic guidelines, procedures and fire safety proceedings for Broward County School Board. Participants will be able to identify fire hazards and protection mechanisms for these hazards, at their job site. Upon successful completion of the Fire Safety Training course, participants will receive a certificate.

Facilities Servicepersons Certification Courses

Basic Facilities Servicepersons Program

A 32 hour training series designed to provide entry level skills including: school sanitation procedures, use of chemicals and equipment, and safety on the job. Successful completion is required of all Facilities Serviceperson Aides, Facilities Servicepersons and Lead Servicepersons within 131 days of initial hire date.

Upon completion of the Basic Facilities Servicepersons Program, permanent Facilities Servicepersons shall receive a one-time bonus payment of \$75.00.

Professional Facilities Servicepersons Program

Leadership and supervision competencies are the core of this 51 hour series, intended to prepare participants for the role of Assistant Head Facilities Serviceperson. Practical and technical skills of safety, scheduling, and managing supply inventories, are also included. Successful completion of this program is required for all Head Facilities Servicepersons (HFSP) and Assistant (HFSP) personnel prior to being appointed to the positions above.

Upon completion of the Professional Facilities Servicepersons Program, permanent Facilities Servicepersons shall receive a one-time bonus payment of \$125.00.

Master Facilities Servicepersons Program

This 49 hour series is designed to prepare participants to carry out the duties of the Head Facilities Serviceperson. The Master Custodian course incorporates leadership skills with an emphasis on analysis and problem solving, administrative duties, and minor repair procedures. Successful completion of this program is required for all Head Facilities Servicepersons (HFSP) and Assistant (HFSP) personnel prior to being appointed to the positions above.

Upon completion of the Master Facilities Servicepersons Program, permanent Facilities Servicepersons shall receive a one-time bonus payment of \$200.00.



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Visit Our Non-Instructional Resource Page For Additional Information And Professional Learning Opportunities

http://www.broward.k12.fl.us/talentdevelopment/HTML/ns_resources.html



My Learning Plan is Broward County Public Schools' very own Professional Development Registration and Management System that allowing users to search, register, and manage Professional development and training activities.



Atomic Learning offers online training video tutorials and technology integration resources designed for schools, districts and educational institutions.



Online Learning 24/7

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Interviewing Techniques

Prepare for receiving a phone call from your potential employer, preparing for your interview, and what to do the day of the interview.



Resume Writing For Success Video

This video provides you with tips for resume writing success.