

PLEASE POST



OCTOBER 8, 2019

EXISTING NON-INSTRUCTIONAL VACANCIES

HUMAN RESOURCES

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(The Nation's Largest Fully Accredited School System)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: https://www.browardschools.com/Page/32164

Broward County Public Schools Is An Equal Opportunity/Equal Access Employer

DEADLINE

DATE*

10/17/19

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DATE*

10/17/19

PLEASE POST

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, EEO/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

POSITION

WORK LOCATION

QUALIFICATIONS

Facilities Serviceperson (\$12.91 - \$20.26 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80172625 Tracking#: NIS-44263 Location Number: 69615000

Administrative Support

EDUCATION: Receipt of Special Diploma. EXPERIENCE: A minimum of two (2) years of successful work experience with the Broward County Public Schools in the position of facilities serviceperson aide. Must have completed the Basic Facilities Service job related training program, offered by Broward County Public Schools Human Resource Development and have received a Basic Facilities Service certification. ADDITIONAL REQUIREMENTS: Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. Computer skills as required for the position.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. EXPERIENCE: No additional experience required. ADDITIONAL REQUIREMENTS: Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. All employees must complete the Basic Facilities Service job related Training Program, offered by Broward County Public Schools, including the mandatory Asbestos and Lock-Out/Tag-Out courses within sixty (60) days of their initial date of hire, and receive a Basic Facilities Service certification within the one hundred thirty-one (131) working days probationary period of employment. Bilingual skills are preferred.

EFF. DATE * OF VACANCY HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED

10/18/2019 Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Juan P. Ruperez 600 SE 3rd Avenue Fort Lauderdale, FL 33301

*PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.

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Facilities Serviceperson (\$12.91 - \$20.26 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80020917 Tracking#: NIS-44249 Location Number: 60581000	Margate Middle	<p><u>EDUCATION:</u> Receipt of Special Diploma. <u>EXPERIENCE:</u> A minimum of two (2) years of successful work experience with the Broward County Public Schools in the position of facilities serviceperson aide. Must have completed the Basic Facilities Service job related training program, offered by Broward County Public Schools Human Resource Development and have received a Basic Facilities Service certification. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. Computer skills as required for the position.</p> <p style="text-align: center;">OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> No additional experience required. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. All employees must complete the Basic Facilities Service job related Training Program, offered by Broward County Public Schools, including the mandatory Asbestos and Lock-Out/Tag-Out courses within sixty (60) days of their initial date of hire, and receive a Basic Facilities Service certification within the one hundred thirty-one (131) working days probationary period of employment. Bilingual skills are preferred.</p>	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Sabine Phillips 500 NW 65th Avenue Margate, FL 33063
Facilities Serviceperson (\$12.91 - \$20.26 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80189265 Tracking#: NIS-44661 Location Number: 60211000	Stranahan High	<p><u>EDUCATION:</u> Receipt of Special Diploma. <u>EXPERIENCE:</u> A minimum of two (2) years of successful work experience with the Broward County Public Schools in the position of facilities serviceperson aide. Must have completed the Basic Facilities Service job related training program, offered by Broward County Public Schools Human Resource Development and have received a Basic Facilities Service certification. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. Computer skills as required for the position.</p> <p style="text-align: center;">OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> No additional experience required. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. All employees must complete the Basic Facilities Service job related Training Program, offered by Broward County Public Schools, including the mandatory Asbestos and Lock-Out/Tag-Out courses within sixty (60) days of their initial date of hire, and receive a Basic Facilities Service certification within the one hundred thirty-one (131) working days probationary period of employment. Bilingual skills are preferred.</p>	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Michelle Padura 1800 SW 5th Place Fort Lauderdale, FL 33312

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<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Facilities Serviceperson (\$12.91 - \$20.26 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80127205 Tracking#: NIS-44715 Location Number: 63871000	Westglades Middle	<u>EDUCATION:</u> Receipt of Special Diploma. <u>EXPERIENCE:</u> A minimum of two (2) years of successful work experience with the Broward County Public Schools in the position of facilities serviceperson aide. Must have completed the Basic Facilities Service job related training program, offered by Broward County Public Schools Human Resource Development and have received a Basic Facilities Service certification. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. Computer skills as required for the position.	10/18/2019 (Prev. Adv.)	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Matthew Bianchi 11000 Holmberg Road Parkland, FL 33076
OR				
		<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> No additional experience required. <u>ADDITIONAL REQUIREMENTS:</u> Able to perform custodial work. Ability to operate labor saving devices such as shampoo and scrubbing machines, wet and dry vacuums, plus other heavy labor saving devices in the schools. Ability to do heavy lifting, climb ladders to replace light bulbs and filters from air conditioning equipment. Must be able to follow written and oral instructions on cleaning and equipment operation. Able to work well with others. All employees must complete the Basic Facilities Service job related Training Program, offered by Broward County Public Schools, including the mandatory Asbestos and Lock-Out/Tag-Out courses within sixty (60) days of their initial date of hire, and receive a Basic Facilities Service certification within the one hundred thirty-one (131) working days probationary period of employment. Bilingual skills are preferred.		
Assistant Head Facilities Serviceperson (Elementary, Middle School/Exceptional Child Center) (\$20.28 - \$24.09 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80002586 Tracking#: NIS-44651 Location Number: 60371000	Dillard 6-12 High	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program <u>EXPERIENCE:</u> Three (3) years of industrial, commercial, or educational facility experience. <u>ADDITIONAL REQUIREMENTS:</u> Must have the ability to follow standard custodial practices. Must be able to act as Head Custodian in his/her absence. Must have the ability to plan and direct the work of others and prepare work programs and schedules. Considerable knowledge of all cleaning materials, preparation, and proper use of all cleaning equipment. Must understand and practice energy conservation. Must physically be able to climb and work from ladders. Must be able to assume responsibility and follow both written and oral instructions. Must be able to climb and work in above ground situations. Must be physically able to operate heavy duty floor scrubbing and rug shampooing equipment. Must complete the Asbestos Awareness, Lock-Out/Tag-Out, Basic, Professional and Master Facilities Service job-related training programs conducted by Talent Development Department prior to applying for the position. Failure to comply with this provision may result in disciplinary action up to and including demotion. Computer skills as required for the position. Bilingual skills preferred.	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED & In-Service Report with Asbestos Awareness, Lock-Out Tag-Out, Basic FSP, Master FSP, and Professional FSP certification to: Casandra Robinson 2501 NW 11th Street Fort Lauderdale, FL 33311
Assistant Head Facilities Serviceperson (Elementary, Middle School/Exceptional Child Center) (\$19.13 - \$23.69 per hour) (Night-Shift) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80128321 Tracking#: NIS-44684 Location Number: 61761000	Hollywood Park Elementary	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program <u>EXPERIENCE:</u> Three (3) years of industrial, commercial, or educational facility experience. <u>ADDITIONAL REQUIREMENTS:</u> Must have the ability to follow standard custodial practices. Must be able to act as Head Custodian in his/her absence. Must have the ability to plan and direct the work of others and prepare work programs and schedules. Considerable knowledge of all cleaning materials, preparation, and proper use of all cleaning equipment. Must understand and practice energy conservation. Must physically be able to climb and work from ladders. Must be able to assume responsibility and follow both written and oral instructions. Must be able to climb and work in above ground situations. Must be physically able to operate heavy duty floor scrubbing and rug shampooing equipment. Must complete the Asbestos Awareness, Lock-Out/Tag-Out, Basic, Professional and Master Facilities Service job-related training programs conducted by Talent Development Department prior to applying for the position. Failure to comply with this provision may result in disciplinary action up to and including demotion. Computer skills as required for the position. Bilingual skills preferred.	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED & In-Service Report with Asbestos Awareness, Lock-Out Tag-Out, Basic FSP, Master FSP, and Professional FSP certification to: Mari Menendez 901 N 69th Way Hollywood, FL 33024

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Automotive and Truck Mechanic (Journeyman) (\$29.31 - \$33.88 per hour) (261 Day Calendar) (8 hours per day) Position#: 80019209 Tracking#: NIS-44496 Location Number: 69722816	Vehicle Maintenance - Central West Area	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing. <u>EXPERIENCE:</u> A minimum of two (2) years, within the last five (5) years, of journeyman-level mechanical experience in the repair and maintenance of motor vehicles in the areas of automotive, bus, truck, or heavy equipment. OR Successful course completion in vehicle maintenance and repair from an accredited school. <u>ADDITIONAL REQUIREMENTS:</u> Ability to operate electronic and mechanical equipment for detection and repair diagnosis of deadlined equipment. Thorough knowledge of the proper repair of automatic and standard transmission, motors, brakes, and wiring systems. Considerable knowledge in the proper tune-up of engines and elimination of troubles in the cooling systems and power train. Must be able to assume responsibility and follow both written and oral instructions. Able to work well with others. Must provide own hand tools of the trade. Must have a valid Florida Driver's License with acceptable driving record. This position will include pre-employment drug and alcohol testing. Computer skills as required for the position. <u>PREFERRED QUALIFICATIONS & EXPERIENCE:</u> - A minimum of five (5) years of journeyman-level mechanical experience in the repair and maintenance of motor vehicles in the areas of automotive, truck, or heavy equipment. - Valid Florida Commercial Driver's License (CDL) Class A with Passenger endorsement. - Bilingual skills. <u>WORK ADDRESS:</u> 2320 College Avenue Davie, FL 33317	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send resume & HS Diploma/GED and valid Florida driver's license to: Thomas Fitzpatrick 3831 NW 10th Avenue Oakland Park, FL 33317
Leadman, Heavy Equipment Operator (\$28.96 - \$32.50 per hour) (\$.35 Shift Differential) (261 Day Calendar) (8 hours per day) Position#: 80201277 Tracking#: NIS-44121 Location Number: 69608000	Custodial & Grounds Services	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> Satisfactory completion of the Broward County School District's Heavy Equipment Operator Apprenticeship Program. OR <u>MINIMUM QUALIFICATIONS</u> <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> Six (6) years of professionally paid recent experience operating heavy equipment. Possession of current Broward County's or State of Florida Certificate of Competency as a Heavy Equipment Operator. If not certified at the time of application, must pass Florida State Certification Exam prior to being placed on permanent status. <u>ADDITIONAL QUALIFICATIONS:</u> Able to read blueprints; make and work from sketches; estimate materials, supplies, and costs. Must have the ability to assume responsibility and follow both written and oral instructions. Able to do minor maintenance repairs and lubrication of all equipment. Possess knowledge of all operational procedures, standard practices, and methods as specified by the manufacturer. Able to work well with others. Must provide own hand tools. Must have ability to assume responsibility and effect repairs without assistance. Willing to answer emergency calls at all hours, including off hours. Must have a valid Florida driver's license and, if essential to perform certain duties of the position, a proper Florida Class A or B Commercial driver's license with endorsement is required. This position will include pre-employment drug and alcohol testing. Bilingual skills preferred. Computer skills as required for the position.	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume, HS Diploma/GED & valid Class "A" Florida CDL with endorsements compatible with the assigned duties of The School Board of Broward County, Florida to: Roy Norton 3897 NW 10th Avenue Oakland Park, FL 33309

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Plumber - Journeyperson (\$29.51 - \$33.02 per hour) (261 Day Calendar) (8 hours per day) Position#: 80031327 Tracking#: NIS-44663 Location Number: 69630000	Physical Plant Operations - Zone 3 South Area	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> Satisfactory completion of a Florida Department of Education registered Plumber Apprenticeship Program. <u>SPECIAL QUALIFICATIONS:</u> Valid Florida Certificate of Competency as a journeyperson in the plumbing trade. Certification may be obtained within the first six (6) months of employment in the position. Prior experience interpreting blueprints to map layout for pipes, drainage systems and other plumbing materials. Demonstrated ability to work independently, as well as direct other mechanics assigned to specific projects. Extensive Knowledge of plumbing practices in laying out and installing water and other pipe systems and fixtures, plumbing fixtures, material and tools, and their suitability for different types of work and application. Knowledge of regulations regarding sanitary plumbing system installations. Possession of required hand tools. Effective communication skills and demonstrated ability to interact effectively in a team-based environment. Valid Florida driver's license. Computer skills as required for the position. <u>PREFERRED QUALIFICATIONS:</u> Bilingual skills. Knowledge of hazards and safety precautions of the trade. Prior customer service experience. Two (2) years of experience in building trades. OR <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> Six (6) years, within the last eight (8) years, of professional plumbing experience. <u>SPECIAL QUALIFICATIONS:</u> Valid Florida Certificate of Competency as a journeyperson in the plumbing trade. Certification may be obtained within the first six (6) months of employment in the position. Prior experience interpreting blueprints to map layout for pipes, drainage systems and other plumbing materials. Demonstrated ability to work independently, as well as direct other mechanics assigned to specific projects. Extensive Knowledge of plumbing practices in laying out and installing water and other pipe systems and fixtures, plumbing fixtures, material and tools, and their suitability for different types of work and application. Knowledge of regulations regarding sanitary plumbing system installations. Possession of required hand tools. Effective communication skills and demonstrated ability to interact effectively in a team-based environment. Valid Florida driver's license. Computer skills as required for the position. <u>PREFERRED QUALIFICATIONS:</u> Bilingual skills. Knowledge of hazards and safety precautions of the trade. Prior customer service experience. Two (2) years of experience in building trades.	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED & a valid Florida driver's license and copies of required certifications to: Dale Spear 1295 North 21st Avenue Hollywood, FL 33020
Temporary Campus Monitor (\$13.12 per hour) (4.5 hours per day) Position#: 80210460 Tracking#: NIS-44629 Location Number: 60641000	Bayview Elementary	<u>EDUCATION:</u> A standard high school diploma or satisfactory completion of an approved General Education Development (GED) Testing Program. <u>EXPERIENCE:</u> Four (4) years of previous successful work experience to include one year of working with students. <u>SPECIAL QUALIFICATIONS:</u> Minimum age of 21 years old with a demonstrated ability to communicate and work effectively with students to analyze situations that relate to student activity and security. In the middle school and high school, a security specialist is required to be present before this position may be filled unless waived by the affected Cadre Director. In the elementary school, a School Campus Monitor can be employed without a security specialist being present. Bilingual skills preferred. Computer skills in such areas as word processing, spreadsheets and visual presentation preferred.	10/18/2019	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Tonya Frost 1175 Middle River Drive Fort Lauderdale, FL 33304

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