



**NOVEMBER 7, 2022**

**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\***

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DATE\***

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**

**EFF. DATE \*  
OF VACANCY**

**HARD COPY RESUME ONLY  
EMAILS WILL NOT BE CONSIDERED**

Garage Serviceperson  
 (\$24.22 - \$29.91 per hour)  
 (261 Day Calendar)  
 (8 hours per day)  
 Position#: 80030460  
 Tracking#: NIS-68483  
 Location Number: 69722803

Vehicle Maintenance -  
 South Area

**EDUCATION:** Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.  
**EXPERIENCE:** Must have at least five (5) years of successful recent experience in auto servicing.  
**SPECIAL QUALIFICATIONS:** Obtain a Commercial Driver's License (CDL) class B with endorsement(s) within the first year of employment. Employees must maintain the CDL class B with endorsement(s) throughout employment in the Garage Serviceperson classification as a condition of continuous employment. Able to service vehicles and perform all tasks with little or minimal supervision. Provide own hand tools required in the automotive trade. Able to work effectively using all power and hand tools safely. Thorough vehicle safety knowledge consisting of pollution control devices, batteries, tires, tubes, brakes, etc. Ability to follow both verbal and written instructions. Ability to work well with others. Computer skills as required for the position. This position will include pre-employment drug and alcohol testing.

(Prev. Adv.)

Include tracking# with your cover letter & resume.  
 Current employees must provide personnel #.  
 Send Resume & HS Diploma/GED & proper Florida CDL with endorsements compatible with the assigned duties of The School Board of Broward County, Florida to:  
 Thomas Fitzpatrick  
 900 University Drive  
 Hollywood, FL 33024

Vehicle Upholstery and Glass Installer  
 (\$26.83 - \$32.58 per hour)  
 (261 Day Calendar)  
 (8 hours per day)  
 Position#: 80022122  
 Tracking#: NIS-68487  
 Location Number: 69722806

Vehicle Maintenance -  
 Glass & Seat Shop

**EDUCATION:** Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.  
**EXPERIENCE:** Qualified mechanic with four years recent experience in the glass/upholstery field.  
**SPECIAL QUALIFICATIONS:** Considerable knowledge in determining proper grades of materials, fitting and cutting same. Ability to prepare work from sketches and drawings. Ability to accomplish most tasks with little or no guidance or supervision. Must possess a thorough knowledge of glazing and upholstery tools; must provide own hand tools of the trade. Must be able to work well with others and to follow oral and written instructions. Must have a proper Florida commercial driver's license with endorsements compatible with the assigned duties of The School Board of Broward County, Florida. This position will include pre-employment drug and alcohol testing.

(Prev. Adv.)

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 Current employees must provide personnel #.  
 Send Resume & HS Diploma/GED & proper Florida CDL with endorsements compatible with the assigned duties of The School Board of Broward County, Florida to:  
 Thomas Fitzpatrick  
 3895 NW 10th Avenue  
 Oakland Park, FL 33309

**\*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.**

**NOTE:** Interviews for clerical positions may be conducted via panel interview. Interviews will be determined by the hiring supervisor upon receipt of applicants resume.

To register for the computer keyboard test, visit our website: <https://www.browardschools.com/Page/32516>. Job descriptions may be viewed at: <https://www.browardschools.com/Page/36072>

**Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.**

**For a list of acceptable foreign education credential services access [www.naces.org](http://www.naces.org).**

Selected Candidates must provide official college transcripts if required for the position.