Position Overview: Perform routine operational checks and repair work on functional parts of electric floor care machines, battery floor care machines, and gas-powered equipment.

EDUCATION, KNOWLEDGE, SKILLS, ABILITIES

- High school diploma
- Working knowledge of battery/electric floor care machines and small engine repair normally acquired through 3 years of related experience or an equivalent combination of relevant education and/or experience
- Possession of a valid Maryland driver’s license

ESSENTIAL JOB FUNCTIONS

- Conduct routine operational and preventive maintenance checks related to maintenance and repair of electric floor care machines, battery floor care machines, and gas powered equipment to include inspecting, testing, cleaning, lubricating, and repairing or replacing defective parts.
- Inspect and repair all school based equipment – burnishers, scrubbers, carpet extractors, vacuums and small engines.
- Maintains inventory of equipment supplies and materials.
- Follow a predetermined schedule of preventive maintenance on assigned equipment.
- Pickup and deliver supplies and materials to various locations as required.
- Repairs and overhauls electric floor care machines, battery floor care machines, and gas powered equipment.
- Examines equipment and determines a plan of action based on the nature and extent of damage or malfunction.
- Disassembles units and inspects parts for wear, using micrometers, calipers, and thickness gauges.
- Works with multimeters, hand tools, drill presses and welding equipment.
- Rewires electrical systems and instrument panels.
- Maintain a complete catalog of parts and repair manuals for all equipment.
- Order all parts needed for repairs and maintain a parts inventory for servicing equipment including preventative maintenance.
- Perform other related duties as assigned.

The above statements describe the general nature and level of work being performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

ENVIRONMENTAL FACTORS & PHYSICAL REQUIREMENTS
The environmental factors and/or physical requirements of this position include the following: While performing the duties of this job, the employee is required to have ordinary ambulatory skills sufficient to visit other locations; and the ability to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) varied weights of 20-60 pounds. Requires good hand-eye coordination, arm, hand and finger dexterity, including ability to grasp, and visual acuity to use a keyboard. The employee frequently is required to sit, reach with hands and arms, talk and hear. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Charles County Public Schools reserves the right to re-advertise and modify the content of vacancy announcements at any time; however, this may be the only notice for this position during the noted advertisement period. The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Kathy Kiessling, Title IX/ADA/Section 504 Coordinator (students) or Nikial M. Majors, Title IX/ADA/Section 504 coordinator (employees/ adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, MD 20646; 301-932-6610/301-870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event.