



NEW: 07/17/2019
 Submitted: 07/16/2019

JOB TITLE:	PLANT OPERATOR II (SUPERVISES 4 OR MORE)
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	II, GRADE 3
WORK YEAR:	260 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8580
BARGAINING UNIT:	CLAJ

SCOPE OF RESPONSIBILITIES

Assumes responsibility for the safe and healthful operation of the physical plant and grounds; directs and participates with the housekeeping staff in custodial functions and preventative maintenance. Supervises four (4) or more custodial staff.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Supervises and organizes the work of the housekeeping staff and participates in custodial activities to accomplish daily, periodic, and annual cleaning
- Implements the established cleaning standards and methods using approved products and equipment
- Conducts preventative maintenance program (minor maintenance) of facilities and grounds ;arranges for maintenance beyond capabilities
- Evaluates, recommends promotion, transfers and disciplinary actions of custodial staff in cooperation with the Principal/building manager
- Observes established severe weather procedures and performs building checks
- Ensures proper maintenance of the grounds to include snow and weed removal from sidewalks and steps
- Maintains an inventory of custodial supplies and equipment, reordering as necessary
- Schedules custodial services as necessary for extra-curricular (after hours) activities
- Evaluates staff as assigned
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull medium weights. The work requires being around moving machinery, exposure to marked changes in temperature and humidity, and exposure to dust fumes and gases.

MINIMUM QUALIFICATIONS

- High School Diploma or G.E.D.
- Recommendation of Principal or school center head
- Successful completion of JCPS plant operator assessment and training program
- Effective communication skills

DESIRABLE QUALIFICATIONS

- Experience in a diverse workplace

Footnote

Steps 6-14 Exempt, paid daily as salaried employee