



CALVERT COUNTY PUBLIC SCHOOLS
Prince Frederick, Maryland 20678

NOTICE OF VACANCY

DATE

POSITION:

WATER TREATMENT SPECIALIST

LOCATION:

SCHOOL FACILITIES

POSITION SUMMARY:

The water treatment specialist operates water systems and oversees water treatment at all school facilities. Work involves maintaining and operating water treatment equipment. Position requires Maryland Department of the Environment (MDE) licensure and any additional training or education required to maintain that license or to obtain a greater or higher license, should it be required by MDE.

REPORTS TO:

Director of School Facilities, Supervisor of Maintenance or designee

EDUCATION, CERTIFICATION, AND EXPERIENCE:

1. High school diploma, possession of a GED certificate, or applicable college credit/degree
2. Prior successful completion of all schooling and training required to obtain and possess a current, valid Maryland Department of the Environment (MDE)/Maryland Board of Waterworks and Waste System Operators/ Superintendents License, Water Treatment – (3) or greater. A minimum of five (5) years of experience and/or applicable college courses or degree required.
3. Must have a valid Maryland Class C Driver's License. The chosen candidate will be required to provide CCPS with a current copy of their Maryland driving record prior to the start of your employment.

KNOWLEDGE, ABILITIES, AND SKILLS:

(These are pre-employment knowledge, abilities, and skills that apply to the Essential Job Functions.)

At the time of application, the candidate must have:

1. Ability to:
 - Operate water treatment equipment
 - Maintain and repair equipment

- Deal effectively with the public
 - Perform and oversee water testing as required by governing federal, state, and local agencies
 - Produce time sensitive reports regarding treatment, testing, and water use for submission to State and local agencies; meet deadlines as required.
2. Working Knowledge of:
 - Operation of public water systems
 - Principles and techniques of water treatment operation
 - Methods and procedures of mechanical equipment maintenance and operation
 - Tools, equipment, materials, and safety precautions to perform required work
 3. Initiative and ingenuity to analyze a situation and to make frequent technical decisions
 4. Ability to sustain considerable physical effort at frequent intervals
 5. Ability to work in confined spaces
 6. Ability to climb ladders and work on roofs
 7. Such alternatives to the above qualifications as the Calvert County Public Schools may find appropriate and acceptable
 8. Demonstrated success in accomplishing tasks akin to those responsibilities listed below

ESSENTIAL JOB FUNCTIONS, DUTIES & RESPONSIBILITIES:

1. Checks drinking water on a daily basis and oversees all system wide water treatment and testing
2. Mixes liquid chlorine and adjusts chlorine dosages to obtain a desired residual
3. Mixes chemical treatments and records chemical usage
4. Maintains a log of all tests performed, equipment usage and maintenance, and quality control and assessment
5. Cleans and replaces chlorine lines and injectors
6. Prepares reports from data to be submitted to the Maryland Department of the Environment
7. Coordinates water safety program
8. Documents and posts safety procedures
9. Explains safety procedures to others
10. Rebuilds small water pumps
11. Oversees water testing at all schools
12. Thinks, concentrates, and interacts positively with others
13. Comes to work regularly and promptly
14. Works under stress and meets deadlines

OTHER DUTIES:

(Duties listed are not intended to be all inclusive nor limit duties that might reasonably be assigned.)
 Performs related work as required or assigned by the Director of School Facilities, Supervisor of Maintenance, or designee.

PHYSICAL DEMANDS:

Position requires significant periods of standing, walking, and is performed in a typical school environment.

UNUSUAL DEMANDS:

Subject to "call back" in the event of emergencies or snow removal. Position requires the wearing of a uniform.

TERMS OF EMPLOYMENT:

Twelve (12) month position and salary commensurate with qualifications and experience applied to the current Calvert County Public Schools salary schedule for support employees (Scale 24). Employment will be contingent upon the selected candidate's approval by the Maryland State Board of Waterworks and Waste Systems Operators. All employees are encouraged to have automatic payroll deposit.

FLSA STATUS:

Non-exempt

EVALUATION:

Performance will be evaluated in accordance with the policy on evaluation as established by the Calvert County Public Schools.

EFFECTIVE DATE OF POSITION:

Immediate Vacancy

APPLICATION PROCEDURE:

This posting will remain open until filled.

All applicants please apply through the applicant tracking system located on the Calvert County Public Schools' website – www.calvertnet.k12.md.us.

References must be directly related to education experience and must include immediate supervisor.

Prior to the filling of any vacancy, permanent employees who have requested a transfer in a timely manner shall be afforded an opportunity meet with the supervisor of the position for which the vacancy exists.

State law requires that anyone hired after October 1, 1986, who will have contact with school children, must be fingerprinted and submit to a criminal background investigation. Federal law requires that a new employee must complete the Employment Eligibility Verification (Form I-9) in person before beginning employment. Employment is conditional upon successful completion of a drug screen. Current employees of the Calvert County Public Schools are exempt from these requirements.

House Bill 486 – Child Sexual Abuse and Sexual Misconduct Prevention Statement

Pursuant to Section 6-113.2 of the Education Article, Annotated Code of Maryland - House Bill 486 - Child Sexual Abuse and Sexual Misconduct Prevention, all applicants are required to report all former employment where direct contact with minors may have occurred. The applicant must submit the contact information of the current employer, all former school employers, and all former employers not school related. Applicants should also include contact information for organizations where the applicant has volunteered, coached, mentored, tutored or otherwise had direct contact with minors.

Nondiscrimination Statement

Calvert County Public Schools does not discriminate on the basis of race, color, religion, sex, age, ancestry or national origin, familial status, marital status, physical or mental disability, sexual orientation, gender identity and expression, or genetic information or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

- Director of Student Services
- Director of Human Resources
443-550-8000

For further information on notice of non-discrimination, visit the Office for Civil Rights Complaint Assessment System at: <https://ocrcas.ed.gov> or call 1-800-421-3481.

Anti-sexual, Anti-racial and Anti-disability Harassment Statement

Discrimination can manifest itself in behaviors such as bullying, harassment, or intimidation of individuals.

Calvert County Public Schools does not tolerate any form of harassment including, but not limited to, sexual, racial, or disability. Any individual (student, employee, or community member) who believes that he or she has been subjected to any form of harassment is encouraged to report the allegation of harassment.

Students, parents and community members may report allegations of harassment to:

Ms. Cecelia Lewis
Director of Student Services
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Employees may report allegations of harassment to:

Mr. Zachary Seawell
Director of Human Resources
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Calvert County Public Schools is committed to conducting a prompt investigation for any allegation of harassment. If harassment has occurred, the individual will be disciplined promptly. Disciplinary actions for students found to have engaged in any form of harassment may result in suspension or expulsion. Disciplinary actions for employees found to have engaged in any form of harassment may result in suspension or termination.

Calvert County Public Schools encourages all students, parents, employees, and community members to work together to prevent any form of harassment.

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