



CALVERT COUNTY PUBLIC SCHOOLS
Prince Frederick, Maryland 20678

NOTICE OF VACANCY

DATE

POSITION:

DRYWALL SPECIALIST

LOCATION:

School Facilities – Maintenance and Operations

POSITION SUMMARY:

This is skilled work in the trade of drywall. The employee will be required to lay out assigned jobs and order materials. The employee must have the ability to repair plaster and complete all phases of drywall. Additional responsibilities would include installation of glass and ability to use a spray gun, glaze, mix colors, paint, cut-in trim, stain, and finish wood surfaces, as well as refinish furniture. This person must be able to work independently and with other tradesmen.

REPORTS TO:

Director of School Facilities, Supervisor of Maintenance or designee

EDUCATION, CERTIFICATION, AND EXPERIENCE:

1. High school diploma or possession of a general education development (GED) program certificate
2. Completion of a four-year apprentice program or equivalent
3. Experience with drywall installation and finishing.
4. Experience as a painter.
5. Experience with layout.
6. Experience with spraying preferred.
7. Valid Maryland CDL, Class A, driver's license is required. The chosen candidate will be required to provide CCPS with a current copy of his/her Maryland license and driving record prior to the start of employment.

KNOWLEDGE, ABILITIES, AND SKILLS:

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

1. Ability to lay out assigned jobs and order material

2. Ability to work at heights from a ladder or mechanical lift
3. Such alternatives to the above qualifications as the Calvert County Public Schools may find appropriate and acceptable.
4. Demonstrated success in accomplishing tasks akin to those responsibilities listed below.
5. Thinks, concentrates, and positively interacts with others.
6. Comes to work promptly every day.
7. Works flexible hours as necessary.
8. Works under stress and meets all deadlines.

ESSENTIAL JOB FUNCTIONS, DUTIES & RESPONSIBILITIES:

1. Performs all the essential job functions as a painter plus skill in drywall work.
2. Must be able to complete all phases of drywall finishing, patching, taping, blocking, skimming, sanding and point-up after priming with paint.
3. Must be able to repair plaster walls.
4. Performs work required for the maintenance, repair, and improvement of buildings and equipment.
5. Performs work of a skilled variety demanding a high degree of manual skill in the trades of painting and drywalling.
6. Performs skilled painting, glazing and glass replacement
7. Assists in the correction of emergencies as they occur beyond the normal working hours.
8. Ensures all work is completed in compliance with applicable safety standards and codes.
9. Exhibits regular attendance.
10. Ability to use a tablet or laptop computer preferred
11. Performs other duties as may be required.

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 or designee.

PHYSICAL DEMANDS:

Requires occasional heavy physical effort

UNUSUAL DEMANDS:

None

TERMS OF EMPLOYMENT:

Twelve (12) month position and salary commensurate with qualifications applied to the salary schedule for support employees. 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://ocras.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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