



CALVERT COUNTY PUBLIC SCHOOLS
Prince Frederick, Maryland 20678

NOTICE OF VACANCY

DATE

POSITION:

Painter

LOCATION:

Department of School Facilities

POSITION SUMMARY:

The incumbent will lay out assigned jobs and order materials. The incumbent will be required to caulk, glaze, mix colors, paint, cut-in trim, stain, and finish wood surfaces, as well as refinish furniture. Additional responsibilities would include installation of glass, ability to finish drywall and ability to use a spray gun. 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. Valid Maryland Class C driver's license. The chosen candidate will be required to provide Calvert County Public Schools with a current copy of his/her Maryland driving 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.)

At the time of application, the candidate must have:

1. Ability to read blueprints
2. Ability to lay out assigned jobs and order materials
3. Knowledge of the painting trade
4. Ability to tape, finish drywall and finish caulk
5. Must be experienced with all variety of tools used in the paint trade

6. Ability to understand and communicate both verbally and in writing.
7. Ability to climb ladders and to work on a roof or at heights
8. Ability to work in confined spaces
9. This position requires a thoughtful mind and the ability to physically perform work.
10. Ability to use a tablet or laptop computer
11. Such alternatives to the above qualifications as the Calvert County Public Schools may find appropriate and acceptable

ESSENTIAL JOB FUNCTIONS, DUTIES & RESPONSIBILITIES:

1. Performs work required for the maintenance, repair, and improvement of buildings and equipment
2. Ensures buildings are maintained in such a way as to ensure the health and safety of all occupants
3. Performs work of a skilled variety demanding a high degree of manual skill in the trade of painting
4. Performs skilled painting, glazing, caulking, and glass replacement
5. Performs drywall installations and finishing
6. Reads blueprints and performs layout for construction
7. Assists in the correction of emergencies as they occur beyond the normal working hours
8. Ensures that all activities conform to school system guidelines and local building codes
9. Thinks, concentrates, and interacts positively with others
10. Comes to work regularly and promptly
11. Works under stress and meets deadlines
12. Uses a tablet or laptop computer to enter work order information and employee leave

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 including snow removal.

PHYSICAL DEMANDS:

Work requires heavy physical effort at frequent intervals and includes lifting and carrying objects weighing 50 lbs. or more

UNUSUAL DEMANDS:

Subject to staying late to finish ongoing repairs, and/or call back in emergencies, including snow removal

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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