

**CLARK COUNTY SCHOOL DISTRICT
HUMAN RESOURCES DIVISION**

ASSISTANT GROUNDS EQUIPMENT TECHNICIAN

Class Code: 7091

Job Family: Service-Operations Workers

Classification: Support Staff

Terms of Employment: Pay Grade 46 on the Support Staff Salary Schedule

FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

Under general supervision, assists in repairs, overhauls, and adjusts and performs preventive maintenance on light to medium duty diesel and gasoline internal combustion, hydraulic and electric power equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Assists in the diagnoses of malfunctions and determines method of repair and need for light to medium duty landscape and grounds equipment.
2. Assists in the testing and inspection of equipment to ensure compliance with local, state and federal safety requirements.
3. Assists in repairing, overhauling and the performance of preventive maintenance on lawn mowers, edger, paint compressors, tractors, sweepers, generators, pumps and other power equipment.
4. Assists in the diagnoses and repairs electrical and mechanical safety interlock systems.
5. Assists in the diagnoses and repairs hydraulic systems (i.e., rams, pumps, motors, booms, etc.).
6. Cleans and preps equipment and work area for diagnoses, inspection and repair of equipment.
7. Removes, repairs, sharpens or adjust and installs lawn mower reels and blades.
8. Removes, repairs and/or replaces tires and tubes using adhesive materials, patches and/or plugs.
9. Maintains service and repair manuals and instructs users in the proper operation, safety and care of equipment.
10. Assists in tuning motors for maximum operational efficiency.
11. Assists in overhauling or replacing transmissions, differentials, carburetors, gasoline and diesel engines, alternators, distributors, starters, etc.).
12. Assists in removing and installation of reconditioned water cooling systems (radiators).
13. Assists in repairing and balancing of belt and gear driven equipment.
14. Assists in the performing of cutting, welding and fabrication of parts, as necessary.
15. Assists in preparing and maintaining records and computerized database for shop supplies and equipment.
16. Assists in making service and roadside repairs.
17. Assists in testing and evaluation of parts and equipment proposed by vendors for district use.
18. Responsible for the safe handling and disposal of hazardous and waste materials.
19. Conforms to safety standards as prescribed.
20. Performs other tasks related to the position as assigned.

DISTINGUISHING CHARACTERISTICS:

Involves skilled work in assisting in the repair, overhaul, and maintenance of light to medium duty industrial/commercial equipment, associated with landscaping, grounds and other areas.

POSITION EXPECTATIONS: (Knowledge, Skills and Abilities)

1. Knowledge of power equipment as listed above.
2. Ability to learn and assist with repairs and adjustments to a variety of small power equipment.

3. Ability to learn, use, and maintain hand tools.
4. Ability to perform physically demanding work.
5. Ability to safely move and relocate heavy objects.
6. Ability to learn and assist with the operation of hand and power tools and equipment.
7. Ability to communicate clearly orally and in writing.
8. Ability to wear respiratory equipment and protective gear, or other personal protective equipment (PPE).
9. Ability to acquire an Emission Control License.
10. Ability to read, understand and apply schematics and manufacture manuals.
11. Ability to learn and apply equipment-operating procedures.
12. Ability to learn, assist, and perform light welding.
13. Ability to plan and organize work.
14. Ability to learn and apply work procedures.
15. Ability to work in confined areas.
16. Ability to work flexible hours and shifts.
17. Ability to withstand heights and perform work safely.
18. Ability to work cooperatively with employees, vendors, contractors, and the public.
19. Ability to recognize and report hazards and apply safe work methods.

POSITION REQUIREMENTS:

Education, Training, and Experience:

1. High school graduation or other equivalent (i.e., GED, college, technical, or trade school transcript, foreign equivalency, etc).

Licenses and Certifications:

1. A valid driver's license that allows an applicant/employee to legally operate a motor vehicle in Nevada. (This license must be maintained for the duration of the assignment).
2. Copy of driving history issued by the Department of Motor Vehicles.

Preferred Qualifications:

1. Possess physical and mental stamina commensurate with the responsibilities of the position.
2. Possess personal characteristics, including but not limited to poise, perspective, integrity, flexibility, and personal appearance necessary for success in the Clark County School District.

DOCUMENT(S) REQUIRED AT TIME OF APPLICATION:

1. High school graduation or other equivalent (i.e., GED, college, technical, or trade school transcript, foreign equivalency, etc.);
2. A valid driver's license that allows an applicant/employee to legally operate a motor vehicle in Nevada.
3. Current copy of driving history issued by the Department of Motor Vehicles.
4. Specific documented evidence of training and experience to satisfy qualifications.

EXAMPLES OF ASSIGNED WORK AREAS:

Clark County School District Landscape and Grounds Department, roadside service (public roads and freeways, parking lots, etc.).

WORK ENVIRONMENT:

Strength: Medium/Heavy - Exert force 50-100 lbs. frequently or 10-50 lbs. constantly. Involves significant standing/walking/pushing/pulling/carrying.

Physical Demands: Frequent stooping, kneeling, crouching, reaching, handling, repetitive fine motor activities, feeling, hearing, climbing and balancing. Vision: Frequent near and far acuity, depth perception, focal length change and color vision.

Environmental Conditions: Varies from a climate controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud and occasional to frequent time periods. Frequent exposure to fumes of exhausts, solvents, cleaners, gasoline, battery acid, sealers, paint, etc.

Hazards: Furniture, playground/office equipment, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

EXAMPLES OF EQUIPMENT/SUPPLIES USED TO PERFORM TASKS:

Various landscape and grounds equipment and construction equipment, forklifts, steam cleansers, lifting hoists, hand/power/air tools, cutting torches, arc welders, electrical testing equipment, multi-meters, hydrometers, computers, printers, brake lathes, etc.

EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION

The Clark County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, or disability and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Support Staff Personnel Services. Notification may be made in person, in writing, or by calling: (702) 855-5444.