

**CLARK COUNTY SCHOOL DISTRICT  
HUMAN RESOURCES DIVISION**

**ATHLETIC EQUIPMENT & FENCING SUPERVISOR**

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Class Code: 7420

Job Family: Skilled Trades/Technician

Classification: Support Staff

Terms of Employment: Pay Grade 58 on the Support Staff Salary Schedule

FLSA STATUS: NON-EXEMPT

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**POSITION SUMMARY:**

Under general directions plans, supervises, schedules, and inspects the work of fence, playground and athletic equipment installation/repair crews.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

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

1. Surveys, plans, organizes, and directs the work of fence, playground and athletic equipment installation/repair crews.
2. Prepares diagrams and sketches of work to be done.
3. Inspects sites to determine materials, labor needs and costs.
4. Supervises and inspects work in progress and approves or disapproves upon completion.
5. Researches equipment and/or material and assists with development of specifications.
6. Initiates requests for equipment, supplies, and materials; monitors inventory and maintains adequate stock levels.
7. Review bids for compliance with specifications and test materials.
8. Confers with outside vendors and contractors regarding contracted services.
9. Conducts walk-through inspections of contracted projects and prepares written reports.
10. Reviews, edits, and submits payroll cards, SPO's, work requests, etc., for processing.
11. Coordinates work with school activities and other trades.
12. Notifies schools/departments of work to be performed and chemicals, materials, and equipment to be used at designated site.
13. Provides input for the evaluation of assigned staff.
14. Installs, repairs, maintains and removes fences and gates (i.e., accordion, galvanized chain, wrought iron, etc.).
15. Constructs framework and pours foundations for fencing and athletic equipment installations.
16. Installs, repairs, maintains and removes playground equipment such as modular play systems and steel craft systems which consist of substances/materials (i.e., galvanized and specialized metals, rubberized coatings, fiberglass, formed plastics, plexiglass, etc.).
17. Installs, repairs, maintains, and removes interior and exterior athletic equipment (i.e., goal posts, blocking sleds, blasters, portable aluminum and steel soccer goals, baseball back stops, pitching and batting cages, hurdles, high jumps, backboards, tennis nets, weight lighting equipment, gymnastic equipment, etc.).
18. Conducts safety meetings for assigned staff.
19. Assists Facility Planning in maintaining accurate as-built drawings and records.
20. Maintains updated MSDS records.
21. Conforms to safety standards as prescribed.
22. Performs other tasks related to the position assigned.

**DISTINGUISHING CHARACTERISTICS:**

Involves planning, supervising, and inspecting the work of fence, playground, and athletic equipment installation/repair crews.

04/25/95

Revised: (07/15/05; 01/08/06; 06/12/07; 01/08/09)

POSITION EXPECTATIONS: (Knowledge, Skills and Abilities)

1. Knowledge of practices and procedures, fencing, welding, and playground equipment trades.
2. Knowledge of building construction.
3. Knowledge of building codes and federal, state, and local ordinances.
4. Ability to develop, learn and apply operating and work procedures.
5. Ability to meet predetermined deadlines.
6. Ability to provide cost estimate information.
7. Ability to read and interpret written and/or oral instructions.
8. Ability to plan and organize work.
9. Ability to communicate oral and written instructions.
10. Ability to supervise and evaluate employees.
11. Ability to perform strenuous physical work.
12. Ability to use and maintain hand and power tools.
13. Ability to safely move and relocate heavy objects.
14. Ability to exercise judgment as to when to act independently and when to refer situations to an administrator.
15. Ability to work flexible hours or shifts.
16. Ability to work in confined areas.
17. Ability to withstand heights and perform work safely.
18. Ability to work cooperatively with employees, students, 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.).
2. Seven (7) years experience as a fence installer/repairer; **or**,
3. Seven (7) years experience as a welder with a class 4-G certification.

Licenses and Certificates:

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Copy of driving history issued by the Department of Motor Vehicles at time of application or Qualified Selection Pool (Q.S.P.) placement **and** at time of interview prior to final selection.
3. Class 4-G Welding Certification, if applicable.

Preferred Qualifications:

1. One (1) year supervisory experience.
2. Possess physical and mental stamina commensurate with the responsibilities of the position.
3. 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 transcript or other equivalent, (i.e., GED, college, technical or trade school transcript, foreign equivalency, etc.).
2. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
3. Current copy of driving history issued by the Department of Motor Vehicles.
4. Class 4-G Welding Certification, if applicable.
5. Specific documented evidence of training and experience to satisfy qualifications.

04/25/95

Revised: (07/15/05; 01/08/06; 06/12/07; 01/08/09)

**EXAMPLES OF ASSIGNED WORK AREAS:**

Clark County School District facilities - department offices, schools (classrooms, gymnasiums, ball fields, playgrounds, track fields, etc.).

**WORK ENVIRONMENT:**

Strength: Medium/Heavy - exert force 50-100 lbs. frequently, 25-50 lbs. occasionally, or 10-20 lbs. constantly. May involve significant stand/walk/push/pull/carry.

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.

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:**

District-issued/personal vehicles, fork and man lifts, hand and power tools, posthole diggers, pipe cutters, case front end loaders, impact wrenches, tig and electrode welders, oxygen and ace hoses, drills (hand, press and impact), augers, chisels, tape measures levels, breaker and alignment bars, 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.