

PCSB: 0005
Pay Grade: C00

FLSA: Exempt
Administrative

SUPERINTENDENT OF SCHOOLS
REPORTS TO: Community School Board
SUPERVISES: Cabinet level administrators and certain support staff in accordance with the Board-approved job descriptions of such positions. Specific positions may change periodically, but such changes must be reflected in job descriptions approved by the School Board.
QUALIFICATIONS: As established by the Board.
MAJOR FUNCTION
The Superintendent is the chief administrative and executive officer of the Pinellas County School District, and, as such, is ultimately accountable for all functions and programs of the District. The Superintendent is also the secretary and executive officer of the School Board.
ESSENTIAL RESPONSIBILITIES
The powers, duties, and responsibilities of the Superintendent are specified in Article IX of the Florida Constitution, Florida Statutes, Florida administrative regulations, and the Superintendent's employment agreement with the School Board, as each of those authorities are amended from time to time.
TERMS OF EMPLOYMENT
The compensation, benefits, evaluation, and other terms of the Superintendent's employment shall be consistent with Florida law and specified in the employment agreement between the Superintendent and the School Board.
HISTORY OF JOB CLASSIFICATION
ISSUED: 3/82; FORMAT REVISED 7/88; REVISED FORMAT AND ADA, REVIEWED – NO CHANGE 4/30/12 LMCK; REVISED SUPERVISES, MF, ER, TERMS OF EMPLOYMENT 2/14/22 LM; BOARD APPROVED: 2/22/22

SUPERINTENDENT OF SCHOOLS

WORKING CONDITIONS & PHYSICAL EFFORT:	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds	X				
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds	X				
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time					
11. Standing for more than two hours at a time	X				
12. Stooping and bending		X			
13. Ability to reach and grasp objects				X	
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects	X				
19. Proofreading and checking documents for accuracy					X
20. Using a computer to enter and transform words or data					X
21. Using various technology tools					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van			X		
27. Other physical, mental or visual ability required by the job	X				