

PINELLAS COUNTY SCHOOL BOARD
FLORIDA

PCSB: 6245
Pay Grade: D08

FLSA: Non-Exempt

CARPET AND EQUIPMENT MAINTENANCE TECHNICIAN

MAJOR FUNCTION:

Performs semi-skilled work in the maintenance, repair and minor installation of school system carpeting and the repair of floor care equipment districtwide. Work is performed under general direction and supervision and reviewed in progress or upon completion.

DUTIES AND RESPONSIBILITIES:

- Applies knowledge of carpet cleaning methods and related chemicals, materials and equipment to clean all types of carpets in facilities districtwide.
- Makes decisions as to which cleaning method to use based upon age of carpet, type of carpet and/or time available to do the job.
- Tests stains to determine spot removal techniques.
- Cleans upholstery when required.
- Assists repair-person/installer in measuring, cutting, and fitting carpet to patch holes, stretching and re-seaming carpet and performing carpet installations as needed.
- Installs and replaces vinyl cove base and metal stripping as needed. May be required to utilize power-activated drive gun for driving nails into concrete.
- Inspects, tests, troubleshoots and makes major repairs to floor care equipment using schematics and wiring diagrams; uses test equipment to detect cause of faulty operation; repairs, adjusts, or replaces defective brushes, bearings, belts, fans, control switches, cords, electric motors, or other mechanical or electrical parts using hand and power tools; rebuilds motors as required.
- Maintains logs, inventory lists and other records as required, manually or through the use of a personal computer, for accounting and analytical purposes.
- Instructs site-based personnel on the use of specific chemicals for spot cleaning and gum removal and on the safe operation and proper care and use of floor care equipment.
- Lifts heavy materials frequently such as buckets of water, carpet cleaning machines and rolls of carpet for patching and minor installations. Work requires frequent walking, pushing, pulling, stooping, bending, kneeling, twisting and reaching at low levels in performance of carpet cleaning, repair, equipment repair and installation duties.
- Performs related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a GED plus two (2) years experience in carpet maintenance to include carpet cleaning and repair. Demonstrated knowledge of basic electricity at a level required to perform the above-mentioned duties and responsibilities relating to floor care equipment repair. Possession of a valid State of Florida Class E noncommercial driver's license. Must acquire and maintain a current license to operate a power activated drive gun within six (6) months of placement into the position.

ISSUED: 12/79 SSN; FORMAT REVISED: 3/88; MQ'S REVISED: 11/91 PBL; BOARD APPROVED: 3/25/92; REVISED: 3/93 PBL; BOARD APPROVED: 7/28/93; REVISED WC: 4/04 LM.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

CARPET & EQUIPMENT MAINTENANCE TECHNICIAN

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				X	
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 keyboard to enter and transform words or data	X				
21. Using a video display terminal	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				

Carpet & Equipment Maintenance Technician – FPSU -SEIU