

Office of Superintendent of Schools
Board Meeting of February 14, 2001

January 29, 2001

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:
MANAGER III,
PLANT OPERATIONS**

The following recommendation is made in accordance with the Miami-Dade County Public Schools/Dade County School Administrators' Association labor contract.

The Manager III is responsible for the direct supervision of all Administrative Assistant I, Custodial positions; determines the recommended time, level, method and frequency for housekeeping tasks resulting in staffing allocations; monitors productivity of day and evening-shift custodians through frequent visits and inspections to schools; serves as liaison between principals and staff.

This recommendation is the direct result of the Board-approved advertisement and selection process.

Details of this Board Agenda Item will be made available prior to the Board meeting of February 14, 2001.