

OPERATIONS DEPARTMENT

ORGANIZATIONAL CHART



TARA HOUSER

CHIEF OPERATING OFFICER



KEVIN SPENCER
DIRECTOR OF OPERATIONS



JENNIFER DANILOWICZ
ADMIN ASSISTANT
CAPITAL PROJECTS, WORK ORDERS,
PO'S-ACCOUNTS PAYABLE, KRONOS
CONTRACT MGMT., ARCHIVING,
FINANCIAL REPORTING, OPERATIONS
WEBPAGE/INTRANET, ASSIST
DIRECTOR IN DAY-TO-DAY





DISTRICT SAFETY & SECURITY
MANAGER



MATT RHODE DISTRICT FACILITIES MANAGER



SUZANNE MOFFAT
DISTRICT OPERATIONS MANAGER



BRIAN GARRAHAN, RA

CAPITAL PROJECTS

COORDINATOR

LONG RANGE PLANNING, NEW

SCHOOLS, ADDITIONS, RENOVATIONS

CAPITAL IMPROVEMENTS, ROOFING,
FLOORING

MICHAEL CLAYTON

ENVIRONMENTAL COORDINATOR

MSDS/RTK, ASBESTOS, UST, WELLS



8 SAFETY & SECURITY
PERSONNEL
6 SECURITY ASSISTANTS

EMERGENCY OPERATION PLAN, ACCESS CONTROL, CCTV SECURIT CAMERAS, MONITORING SERVICES



BRIAN RITROVATO

OPERATIONS SUPERVISOR
GROUNDS SUPERVISION,
VENDOR/CONTRACT OVERSIGHT,
FACILITIES SUPERVISION, WORK
ORDERS, OPERATIONS SUPPORT



GROUNDS TEAM 8 MECHANICS/UTILITY 11 BUILDING UTILITY

GROUNDS MAINTENANCE
ATHLETIC FIELDS, LAWNS,
PLAYGROUNDS, SNOW/ICE REMOVAL,
SITEWORK, LANDSCAPING, DETENTION
BASINS



20 MECHANICS 3 DISTRICT UTILITY 6 BUILDING UTILITY

N HOUSE MAINTENANCEPLUMBING,
VAC, ELECTRICAL, DATA,
COMMUNICATIONS, CARPENTRY
CONTRACTED MAINTENANCE
OILERS, CHILLERS, BUILDING
UTOMATION, FIRE SUPPRESSION,
LEVATORS



LUISA ISERNIA

EVENT MANAGEMENT, PO'S-ACCOUNTS PAYABLE, VENDOR MGT



PETE KOTECKI, PROFM

OPERATIONS SUPERVISOR
MIDDLE/HIGH SCHOOLS & ADMIN
(36 CUSTODIANS 18 FLOATERS)



RUSS BATTEN

OPERATIONS SUPERVISOR ELEMENTARY SCHOOLS (45 CUSTODIANS)



MARK ZWEIFEL

OPERATIONS SUPERVISOR
HIGH SCHOOLS
(26 CUSTODIANS)



26 FACILITY SPECIALISTS

SUPPLIES, EVENT SETUPS, SUMMER
PROJECTS, SNOW/ICE REMOVAL,
RECYCLING, BUILDING COVERAGE,
MAINTENANCE



2 WAREHOUSE TEAM

SUPPLY DELIVERY, WAREHOUSE LOGISTICS

