

PERRY COUNTY JOB DESCRIPTION

DEPARTMENT/POSITION Maintenance

REQUIREMENTS Education High School Graduate

Knowledge HVAC, electrical, vehicle maintenance

Experience HVAC, electrical, vehicle maintenance

Physical Heavy work: Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, up to 20 pounds of force constantly to move objects.

Other Hepatitis B Vaccination. First Aid Training

CLASSIFICATION X Classified Unclassified

COMPENSATION X Hourly Salary

SAFETY SENSITIVE X Yes No

NORMAL WORK HRS 7:00 AM Start 3:00 PM End Days of Week Mon - Fri

OVERTIME X Eligible Ineligible

DIRECT SUPERVISOR Maintenance Supervisor

POSITION/S SUPERVISED none

ESSENTIAL FUNCTIONS Under the direction of the maintenance supervisor, maintain the interior and exterior of county buildings and vehicles as assigned.

GENERAL DUTIES Maintain and repair as needed: HVAC, electrical and plumbing systems, lighting, physical structures. Maintain exterior of county buildings including sidewalks and parking lots; mow, plow snow, shovel sidewalks. Check boiler at court house daily, generators quarterly, and furnace filters monthly. Maintain and/or repair county vehicles as needed.

OTHER INFORMATION Additional duties may be assigned.

Interact appropriately with co-workers, other private and public entities and the general public.

Expected to work as scheduled/required. May be required to flex normal work schedule.

Employee Signature, Date: