

GULF COAST TRADES CENTER

Job Announcement

Position: General Maintenance

Position Available: 1

Opening Date: June 8, 2018

Closing Date: Until Filled

**Salary: Depends on Experience
(Hourly paid position starting \$10.00+ DOE)**

Status: Non-Exempt

POSITION:

General Maintenance

GENERAL DESCRIPTION:

Provides maintenance services as needed and/or assigned; assisting in a wide variety of maintenance activities; addressing immediate operational and/or safety concerns; provides assistance with solid waste disposal, grounds and general maintenance of the Gulf Coast Trades Center facility. Other general maintenance duties as assigned.

REPORTS TO:

Maintenance Supervisor & Director of WMCDC/CHDO

SUPERVISES:

None

QUALIFICATIONS:

- Must be at least 24 years of age
- Minimum of high school diploma or GED
- Minimum of three (3) years; general maintenance; operating light to heavy equipment such as tractors, mowers, etc.
- Must pass pre-employment criminal history check and drug screen

SPECIFIC DUTIES:

Must have the ability to:

- Performs a wide variety of general and semiskilled maintenance activities (e.g. carpentry, painting, electrical) for the purpose of completing projects with established time frames
- Prepares written materials (e.g. repair status, activity logs, etc) for the purpose of documenting activities and/or conveying information.
- Responds to emergency situations during and after hours for the purpose of resolving immediate safety concerns.
- use commercial lawn maintenance equipment
- work with youth
- carry heavy loads and work in all types of weather
- work on single story roof heights
- perform emergency repairs after regular work hours

Contact

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