



# Madison County Vacancy Announcement

## Facilities Worker I Maintenance Department

### Position Summary:

An employee in this position performs work in the maintenance and repair of County owned buildings, grounds and related facilities. Work involves public contact and problem solving, independent judgment, and initiative. Employee is subject to hazards associated with public works including working in both inside and outside environments, work is performed in close quarters, and exposure to various hazards. Work is performed under the general direction of the Maintenance Director.

This position is non-exempt under the Fair Labor Standards Act.

Madison County Government is an Equal Opportunity Employer.

**To obtain an application, visit <http://www.madisoncountync.org/employment.html>**

Applications will be accepted at:

The Madison County Human Resources Office, 107 Elizabeth Lane, Marshall

Applications can be emailed to: [HR@madisoncountync.gov](mailto:HR@madisoncountync.gov)

Mailed to: Madison County HR: PO Box 579, Marshall, NC 28753

### Essential Functions:

- Performs preventative and corrective maintenance of County facilities and equipment.
- Responds to service requests from the Director of Facilities Maintenance; reviews and determines required maintenance and repair work.
- Maintains grounds by picking up debris, mowing, edge trimming, and other landscaping tasks.
- Operates chain saws, weed eaters, and other light equipment as needed.
- Repairs electrical fixtures including sockets, switches, globes and breakers.
- Repairs and replaces faucets, valves and fixtures as needed.
- Runs and assists in running conduit and pulling wire.
- Paints exterior and interior surfaces, walls and trim.
- Repairs broken and/or damaged flooring, replaces flooring when needed.
- Performs other tasks as assigned.

**Education:**

Any combination of education and experience equivalent to graduation from high school and prefer at least 2 years of custodial and/or maintenance experience.

**Knowledge, Skills, and Abilities:**

Knowledge of building maintenance and cleaning practices, supplies, and equipment and ability to use them economically and efficiently; ability to understand oral and written directions; ability to establish and maintain effective working relationships with associates; physical ability to perform heavy manual work; ability to work independently.

**Physical Requirements:**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. In compliance with ADA requirements, reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Frequent lifting up to 75 pounds
- Frequent carrying up to 75 pounds
- Frequent pushing up to 100 pounds
- Constant standing and walking
- Frequent squatting, stooping, and body twisting
- Reaching at high and low levels

**Requirements:**

Applicant must be willing to submit and pass a pre-employment drug/alcohol test as well as a criminal background check. This position is subject to health and safety sensitive random drug testing. Must possess a valid North Carolina Driver's License.

**Salary:**

\$30,000-\$33,000. This position comes with a benefits package including: paid health insurance; dental, eye and other supplemental insurance available, paid sick time, paid vacation time, and paid holidays.