



Madison County Vacancy Announcement

Facility Worker III - HVAC Mechanic Maintenance Department

Position Summary:

An employee in this position performs technical skilled trades work in the maintenance and repair of County owned buildings, grounds and related facilities and related equipment with emphasis on HVAC equipment. This position is responsible for the repair and maintenance of all HVAC equipment, including electrical and pneumatic systems. Work includes skilled technical work in maintenance and repair of electrical, heating, air conditioning, plumbing and boiler equipment. Work involves public contact and problem solving; independent judgment and initiative; and tact and diplomacy. Employee is subject to hazards associated with public works including working in both inside and outside environments, in extreme hot and cold weather, work is frequently performed in close quarters, narrow aisles or passage ways, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Work is performed under the general direction of the Maintenance Director and is evaluated through periodic conferences, written reports, observation, and acceptance of the public and county personnel.

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

Where to Apply:

The position is open until filled. Submit a North Carolina State Application (PD 107) with a cover letter to Madison County Human Resources. To obtain an application, visit <http://www.madisoncountync.org/employment.html>. Applications will be accepted at the Madison County Human Resources Office, 107 Elizabeth Ln., Marshall or mailed to: Madison County Human Resources, PO Box 579, Marshall, NC 28753.

Madison County Government is an Equal Opportunity Employer.

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 and repairs heating and cooling equipment, including boilers; installs and repairs conduits, wiring, switches, circuit breakers, junction boxes, motors, fuses, fixtures, and controls and makes other electrical repairs; repairs and maintains air compressors, fans, motors, and controls; oils and greases bearings, and other related tasks.
- Performs occasional acetylene and electrical welding of a routine nature.
- Repairs motors, pumps, and generators.
- Repairs or replaces faucets, valves, and fixtures, unclogging drains, toilets, and sinks, installing water heaters.
- Repairs electrical fixtures, including sockets, switches, globes, and breakers.
- Runs and assists in running conduit and pulling wire; hangs light fixtures.
- Repairs broken or damaged flooring, and replaces flooring.
- Paints exterior and interior surfaces, walls, ceilings, base boards, and trim.

- Maintains grounds by picking up debris, mowing, edge trimming, and other landscaping tasks.
- Operates chain saws, weed eaters, and other light equipment to cut, prune, and trim shrubbery and trees.
- Removes snow and/or ice from roads, paths, walks, stairs, and parking areas by using hand tools and powered equipment.
- Performs other tasks as assigned.

Education:

Graduation from high school with considerable experience in building maintenance repair, construction and related trades work, especially HVAC with electrical and pneumatic control experience; or an equivalent combination of training and experience.

Knowledge, Skills, and Abilities:

- Working knowledge of the practices, methods, and tools associated with mechanical and maintenance trades.
- Working knowledge of the hazards and safety precautions peculiar to various mechanical maintenance trades.
- Ability to understand simple sketches, penciled layouts, and rough plans associated with building maintenance and repair work.
- Skill in the use of tools and equipment in general maintenance work.
- Ability to deal tactfully and courteously with the public.

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. Additional physical requirements:

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Must be able to perform heavy work exerting up to 100 pounds of force occasionally; 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects.
- Must possess the visual acuity to prepare and analyze data; to visually inspect small defects or parts and to use measurement devices; to inspect the work of others for quality, and to perform skilled electrical and plumbing work.

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 drug screens. Must possess a valid North Carolina Driver's License.

Salary: \$35,575 to \$52,500. 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.