

**PLEASE POST FOR ALL APPLICANTS TO READ  
MACON-BIBB COUNTY**

**POST DATES 9/5/14 TO UNTIL FILLED**

**CLASSIFICATION TITLE: MAINTENANCE TECHNICIAN III**

**JOB CLASS (GRADE):** **MINIMUM SALARY: \$17.70/hr**

**WORK WEEK: MON-FRI WORK HOURS: 8:30 a.m. – 5:30 p.m. (Subject to on-call)**

**DEPARTMENT: Facilities Management/General Maintenance**

**DEPT. HEAD: GENE SIMONDS** **(X) REPLACEMENT**  **NEW REQUIREMENT**

**Job Summary:** This position is responsible for performing skilled maintenance at a journeyman level in all phases of facility maintenance in a commercial/industrial environment.

**Duties and Responsibilities:**

1. Perform skilled maintenance, installation and repair in all fields of commercial and industrial maintenance at a journeyman level in all county facilities.
2. Performs skilled maintenance duties in all phases of electrical, plumbing, mechanical, carpentry and welding fields.
3. Installs, repairs, troubleshoots, and replaces boilers, pumps, motors, high/low voltage electrical systems, fire sprinkler systems, irrigation systems, building automation controls and security systems.
4. Installs and repairs structural components of construction maintenance, including all types of roofing, decking, stairways and railings.
5. Installs all types of piping systems, including pipe fitting, welding, brazing and soldering.
6. Interprets blue prints, contractual agreements and sketches plan drawings; Reviews, monitors, and documents work for performance of contractors.
7. Plans, organizes, maintains inventory and provides leadership, when needed, for all types of technical maintenance operations.
8. Assists in developing specifications for various contracts, equipment and machinery.
9. Evaluates, prioritizes and coordinates service calls and emergency calls in all fields of maintenance
10. Monitors, documents and modifies preventive maintenance programs, as needed
11. Performs skilled operations of a variety of construction tools and equipment, including instrumentation tools, calibration tools, lifts, bucket trucks, fork lifts and other heavy equipment.
12. Performs other related duties as assigned.

**Minimum Qualifications**

1. High school or GED, preferably Diploma or Technical Certification in Construction Maintenance with a minimum of (10) years in commercial facility maintenance or equivalent combination of education and experience to provide knowledge, skills and abilities to successfully perform the duties and responsibilities of the position
2. Possess universal refrigerant certification, solar installation certification, Building Automation certification or equivalent combination of education and experience to successfully perform the duties and responsibilities of the position
3. Proven knowledge of the procedures of skilled facility maintenance, safety and repairs on commercial buildings and equipment.

4. Journeyman level skills of trade in plumbing, electrical, mechanical and carpentry.
5. Extensive knowledge of all National and Local building, electrical and plumbing codes.
6. Ability to work in high security, high confidentiality facilities.
7. Ability to perform work without supervision; understand and carry out oral and written instructions.
8. Demonstrated ability to communicate and work effectively with Elected Officials, Department Heads, employees, architects, engineers, contractors and the general public.
9. Demonstrated ability to show good judgment, consistency, timeliness and respect in decision-making processes.
10. Demonstrated ability to prioritize and achieve results on a timely basis with multiple deadlines and responsibilities.
11. Demonstrated leadership, accountability and strong problem solving skills.
12. Demonstrated strong PC skills, inventory/budgetary controls and documentation procedures.
13. Must possess a valid Driver's License, possess good driving record.
14. Ability to work on-call 24 hrs

### **Working Conditions**

1. Works both in temperature controlled environment and outside
2. Frequent exposure to noise, dirt, dust, machinery with moving parts, inclement weather
3. High activity, multiple deadlines, constant interruptions
4. High visibility of behavior
5. Moderate physical activity (lifting, stretching, standing)

---

If you feel you qualify for the above position, you may obtain a Position Opening Application at the Human Resources Department or apply online at [www.maconbibb.us](http://www.maconbibb.us). Once completed, the application should be returned to the Human Resources Department. Applicants who are not selected to fill the position will be notified by mail. Position openings are to remain posted for at least seven (7) working days or ten (10) for Police, before the position is filled so that all applicants qualified for the position will have an opportunity to apply.

***AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER***