

**City of Pell City**  
**1905 1<sup>st</sup> Avenue North**  
**Pell City, AL 35125**  
**205-338-2244**

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**VACANCY NOTICE**

**POSITION TITLE:** Maintenance Worker (Parks & Recreation)

**JOB STATUS:** Full time

**Pay Range 9:** \$26,041.60 - \$43,097.60

**ANTICIPATED START DATE:** Following successful completion of background check and drug screen

**SYNOPSIS:** This semi-skilled position entails general labor in maintenance and upkeep of recreational facilities, buildings, grounds, and Splash Pad as assigned. Work is performed under general supervision and is inspected in progress and upon completion when possible to assure compliance with established policies and procedures. Incumbent works under general supervision of the Maintenance Supervisor.

**QUALIFICATIONS:**

- Must be a graduate of an accredited high school or hold a certificate of high school equivalency (GED)
- Must be willing to work overtime and weekends as required
- Must be physically able to perform the essential functions of the position
- Must possess a valid Alabama Driver's License and a driving record suitable for insurability

**ESSENTIAL JOB FUNCTIONS:**

- Maintain buildings, grounds, and Splash Pad
- Receive oral or written assignments which may be accompanied by rough sketches or drawings
- Operate grounds and facilities maintenance equipment such as lawn mowers, trimmers, and buffers
- Assist Maintenance Supervisor with electrical and plumbing repairs
- Lift 50 lbs
- Stand and walk for long periods of time
- Squat and climb ladders
- Perform routine labor and other job related tasks/duties as required

**KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of the preventative maintenance techniques and requirements for buildings, Splash Pad filtering system, and recreational facilities
- Knowledge of occupational hazards and safety rules including accident causation and prevention
- Knowledge of the materials, methods, practices, and equipment used in building maintenance
- Skill in writing to complete required forms and records
- Skill in reading to understand manuals, directives, instructions, and procedures
- Skill in the operation of cleaners, strippers, buffers, and waxers
- Skill in maintaining plants, sod, and shrubbery
- Skill in sanitizing public restrooms and shower areas
- Ability to operate zero turn mowers, tractors with loader, skid steer, and other light duty equipment
- Ability to exercise some judgment and initiative in planning and carrying out work assignments

## **KNOWLEDGE, SKILLS, AND ABILITIES (continued)**

- Ability to communicate to Department Head
- Ability to work well with the general public and other necessary contacts
- Ability to establish and maintain effective working relationships with associates, supervisors, administrative staff, and the general public
- Ability to perform strenuous work and lifting requiring freedom of bodily movement and conditioning

## **BENEFITS AVAILABLE FOR FULL TIME POSITION**

- BCBS Health/Dental (single coverage paid by City)
- EMC Life Insurance (paid by City)
- Retirement through RSA (with a City match)
- Vision Plan
- AFLAC
- Sick leave (accrued when paid bi-weekly)
- Vacation (after successfully completing 1 year probation)
- Direct Deposit
- Paid Holidays

## **APPLICATION DEADLINE/PROCEDURE:**

1. Complete application files must be received at the City Hall by April 15, 2019.
2. A complete file consists of:
  - A current City of Pell City employment application
  - Current resume [Note: Resume, when required, should address how the applicant has fulfilled the qualifications, **required** and **preferred** (if applicable), listed on this job announcement]
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3. The City of Pell City may extend the application deadline to ensure an adequate pool of qualified applicants. Applications received after the deadline or incomplete applications, will not be considered.
4. Applicant may be required to submit employment verifications from current and prior employers prior to job offer being made.
5. Application forms may be downloaded at our website: [www.Pell-City.com](http://www.Pell-City.com) or City Hall and should be returned to:

City of Pell City  
Human Resources  
1905 1<sup>st</sup> Avenue North  
Pell City, AL 35125

Email: [dchildre@cityofpellcity.net](mailto:dchildre@cityofpellcity.net) Fax: 205-338-2320

Individuals selected as finalists will be invited for an interview. Applicants must travel at their own expense. If you have a disability and may require accommodations, please notify us at 205-338-2244.

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**WEBSITE: [www.Pell-City.com](http://www.Pell-City.com)**

*The City of Pell City is an equal opportunity employer. It is the official policy of the City of Pell City that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. The City of Pell City will make reasonable accommodations for qualified disabled applicants or employees.*