

Job Description

POSITION DESCRIPTION - FULL-TIME Maintenance

The Bradford County Maintenance Department - is currently accepting applications for a full-time maintenance worker. The pay rate is \$16.00 per hour 40 Hours per week Monday-Friday. Applications along with a detailed job description may be obtained from the Bradford County Road Department at 812 N. Grand St., Starke, FL or from the Bradford County website at www.bradfordcountyfl.gov. For inquiries, please contact the Bradford County Road Department Office at (904) 966-6243.

MAJOR FUNCTIONS

- 40 hours per week.
- Performing maintenance repair functions and assignments for all county facilities and premises.
- Providing excellent customer service to members of the public and to county employees.

DUTIES AND RESPONSIBILITIES

The services provided by maintenance include general maintenance such as electrical, plumbing, painting, HVAC, light construction, equipment assembly and installation. . Attend mandated in-service training & staff meetings. Performs other related Duties as directed. Maintain a pleasant disposition. Keep working area organized, clean and safe. This ensures a safe and healthy environment for county employees and the public.

KNOWLEDGE, ABILITIES, SKILLS AND REQUIREMENTS

Successful applicants must submit to a pre-employment background check and physical. Applicants must also possess a working knowledge of reading and writing skills, the ability to make decisions in accordance with Maintenance Department policies and procedures, the ability to perform work with limited supervision and the ability to establish and maintain effective working relationships with other employees.

Applicants must also possess working knowledge of general construction practices and procedures, as well as skills related to operating tools and equipment necessary to perform related tasks. Applicants must possess a valid Florida Driver's License. Applicants must adhere to the required dress code of the Maintenance Department. They must also have the ability to recognize and interpret safety warnings.

WORK CONDITIONS AND PHYSICAL ENVIRONN/ENT

Work requires occasional physical exertion and/or muscular strain and may be outdoors but will typically be indoors. Work may involve exposure to extreme heat and cold, rain, noise, strong odors, dust, pollen and possible toxic or caustic conditions. Must be able to regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.

Bradford County is an Equal Opportunity Employer. Reasonable accommodations will be made for otherwise qualified individuals, in consonance with the American's with Disabilities Act (ADA).

Job Types: Full-time

Salary: \$16.00 per hour

Schedule:

- 8-hour shift with 1 hour lunch break
- Monday to Friday, 8:00 AM to 5:00 PM

Ability to commute/relocate.

Starke, FL 32091: Reliably commute or planning to relocate before starting work (Required)

Education:

High school or equivalent (Preferred)