**MAINTENANCE TECHNICIAN**

**(PART TIME)**

**HENRY COUNTY CENTER**

**MINIMUM QUALIFICATIONS:**

A high school diploma or GED

**PREFERRED QUALIFICATIONS:**

In addition to Minimum Qualifications, knowledge of maintenance and repair; knowledge of welding, HVAC, carpentry, electricity, plumbing. Knowledge of tools, equipment and materials; knowledge of facility repairs. Working skill in diagnosing maintenance and repair problems; working ability to repair facilities mechanical equipment systems; to read, interpret and apply construction plans, specifications and blueprints; to follow oral and written instructions. Ability to lift, push, and carry heavy items. Must have valid Georgia driver's license or work permit.

**RESPONSIBILITIES**:

The Maintenance Technician is responsible for performing skilled and semi-skilled work associated with the maintenance and repair of the college’s facilities and grounds. Assists with renovation projects as assigned; Assists with carpentry projects; Participates in the repair and maintenance of college equipment and vehicles; Participates in grounds maintenance activities, including pressure and window washing, trash removal. Uses and maintains a variety of tools, materials and equipment; Responds to emergency requests for repairs.

**COMPETENCIES**:

Knowledge of the tools, equipment, materials and practices of building and grounds maintenance. Knowledge of safety policies and procedures. Knowledge of plumbing, electrical and HVAC system maintenance and repair. Skill in the operation of computers and job related software programs. Skill in interpersonal relations and in dealing with the public. Oral and written communication skills. Ability to lift, push and carry heavy items.

**SALARY:**

This is a part-time position without insurance benefits; work hours will not exceed 29 per week. Hourly rate is commensurate with education and work experience.

**SPECIAL NOTES:**

It shall be a condition of employment to submit to a background investigation. Offers of employment shall be conditional pending the result of the background investigation.

Federal Law requires ID and eligibility verification prior to employment.

All male U.S. citizens, and male aliens living in the U.S., who are ages 18 through 25, are required to register for the military draft and must present proof of Selective Service Registration upon employment.

Applicants who need special assistance may request assistance by phoning (770) 229-3454.

Applicants scheduled for interviews will be notified of the status of the position. The candidate selected for this position must successfully complete a criminal background investigation and motor vehicle screening.

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Innovation and Opportunity Act (WIOA) Title I financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.