

**Town of Marshall, North Carolina
Vacancy Announcement**

Maintenance Worker

Position Summary:

The Town of Marshall is seeking applications for a full-time Maintenance Worker. The position is an essential part of Marshall's Public Works team with work performed in a variety of areas including water and sewer, sanitation, streets, and grounds maintenance. Work is performed outdoors and in all types of weather. Work is performed under the general direction of the Maintenance Supervisor. Work is reviewed through reports and observation of department activities. This position works a standard 5-day, 40 hour per week schedule with occasional overtime, including nights and weekends. Position is assigned on-call one weekend every five weeks, with extra pay for on-call weekends in addition to any overtime work performed while on-call. The position comes with generous benefits package including paid health insurance; dental, vision, and other supplemental insurance available, paid sick time, paid vacation time, and paid holidays; participation in the Local Government/State retirement system, and 401k with 5% employer match. Uniforms are provided.

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

Where to Apply:

Applications and full job requirements can be obtained at the Town of Marshall, 180 S. Main Street, Marshall, NC 28753, between the hours of 8:00 and 4:30 Monday through Friday, or at www.townofmarshall.org. Submit application and supporting documents to Town of Marshall in person, by email to fgilliam@townofmarshall.org, by mail, PO Box 548, Marshall, NC 28753. Position is open until filled.

The Town of Marshall is an Equal Opportunity Employer.

Salary Range: \$34,798-\$40,144 annually

Major Duties:

- Installs and repairs water and sewer lines, water meters, valves, manholes, fire hydrants and other equipment. Reads water meters and reports results.
- Operates various equipment and heavy machinery within the public works field.
- Maintains knowledge of maintenance equipment and operation of vehicles, including the possession of a Commercial Diver's License. Must obtain Class B within three months of hire date.
- Mows and maintains town properties and right-of-way, and otherwise assists with facilities maintenance.

- Operates equipment for snow removal/salt spreading on town streets during inclement weather.
- Assists in collecting garbage from assigned locations; picks up and places trash bags into collection truck.
- Responds to emergency maintenance repairs directed by maintenance supervisor and/or staff.
- Performs other related duties as assigned.

Preferred Knowledge, Skills, and Abilities:

- Knowledge of repairing and installing water/ sewer lines.
- Knowledge of water and sewer line testing and searching for leaks.
- Skill in operating maintenance equipment.
- Ability to communicate effectively with town residents and crew members.
- Ability to identify and report maintenance needs of various equipment, grounds, and facilities.
- Ability to read instructions or work orders.
- Skill with basic addition and subtraction, such as making change or measuring.

Minimum Qualifications:

- Possession of or ability to readily obtain a valid driver's license issued by the State of North Carolina for the type of vehicle or equipment operated.
- Possession of Class B Commercial Driver's License, or the ability to obtain within three months of initial employment.
- High School Diploma or equivalent.
- Ability to perform heavy manual labor requiring exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects. Work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions. Also requires vocal communication to express or exchange, hearing to perceive information at normal spoken word levels, and visual acuity for depth perception, peripheral vision, visual inspection to operate motor vehicles or other equipment, determine the accuracy and thoroughness of work, and observe general surroundings and activities. Work can involve exposure to inclement weather conditions; some personal safety hazards may be involved in work.
- Additional training will be required including levels of certification in water and wastewater. Existing North Carolina water and wastewater certifications preferred.
- Ability to understand and follow oral and written instructions from supervisor along with being an effective communicator with co-workers.