

Oldham County Fiscal Court is accepting applications for a full time Maintenance Assistant. Requirements include the ability to install and maintain equipment and physical structures, landscaping, painting, and various small project skills. Applications can be downloaded at www.oldhamcountyky.gov , click on Job Openings. This posting will be open until the position is filled.

Mail applications and resume to:
Oldham County Fiscal Court
Tina Schaaf, HR Mgr.
100 W Jefferson Street, Suite 4
LaGrange, KY 40031
Or email to tschaaf@oldhamcountyky.gov

Oldham County Fiscal Court is a drug free workplace and an Equal Opportunity Employer.

Oldham County Fiscal Court

Job Description

Job Title: Maintenance Assistant I

Department: Maintenance

Reports To: Director of Maintenance

FLSA Status: Non-Exempt

Salary Grade: 26 (37.5 hrs/wk)

Approved Date: 12/6/2016

Summary Installs and maintains equipment and physical structures by performing the following duties.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Visually inspects, cleans and tests machinery and equipment on a routine basis

Repairs and maintains physical structure of establishment to include landscaping, painting and a variety of small project skills

Light custodial duties when needed

Keep sidewalks clear of debris, snow and ice

Supervisory Responsibilities

This position has no supervisory responsibility.

Education and/or Experience

One year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience.

Certificates, Licenses, Registrations

Valid KY Driver's License

Other Skills and Abilities

Extensive knowledge of maintenance operations, ability to diagnose mechanical, plumbing, electrical and electronic problems and to make repairs.

Physical Demands

While performing the duties of this job, the employee is required to communicate with the general public. The employee must be able to traverse difficult terrain. The employee must be able to frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

Work Environment

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to fumes or airborne particles. The noise level in the work environment is usually loud.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.