



Job Title:	Part-Time Building Technician	Job Category:	Building Technician
Department/Group:	Maintenance	Immediate Supervisor	Lawrence Malone, Comm. Pct. 1 Kerry Washington, Building Superintendent
Hourly Range:	\$10.00- \$13.00 depending on experience Hours: M-F (5 hours per day)	Position Type:	Part-Time (29 hours week max)
Payroll Contact:	Jennifer Jackson	Date posted:	May 30, 2018
		Posting Expires:	Until Filled

Lamar County is an Equal Opportunity Employer
Persons with disabilities are encouraged to request assistance during the application process. Please call the Lamar County Auditor's Office at 903-737-2486 to request assistance.
Pre-employment background screen will be conducted.

Applications can be picked up at the Auditor's Office or on the website.

FAX OR E-MAIL:

903-737-2451 or auditor@co.lamar.tx.us

Subject Line:

Attention: PT Maintenance Building Tech Position

MAIL:

Lamar County Auditor's Office

Attn: Jennifer

119 N Main Room B05

Paris, TX 75460

Job Description

ROLE AND RESPONSIBILITIES

Provide electrical, plumbing, heating, air conditioning, and general maintenance skills to ensure that the county courthouse, sheriff department, and county jail, and the annex buildings are in good mechanical and operational conditions. Supervision of probation workers.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Troubleshoot, repair, and replace electrical, plumbing, heating, and air conditioning equipment.
- Assist in janitorial duties as assigned
- Satisfactory driving records are required for driving county or personal vehicles and motor driven equipment to conduct county business
- Graduated from accredited high school, or G.E.D. equivalent

PREFERRED SKILLS

- Regular attendance and timeliness at the worksite is required
- Ability to learn and apply new information or skills
- Must be able to express or exchange ideas by means of spoken work, communicating orally with others accurately, loudly and quickly
- Must be able to coordinate eyes, hands, fingers and feet with each other in response to visual stimuli while operating a vehicle
- Able to demonstrate good communication, customer service, and interpersonal skills



Part-Time Building Technician, Cont.

- Able to work independently and exercise good judgment, initiative, and professionalism in representing the county
- Ability to define problems, collect data, establish facts, draw valid conclusions and solve problems based on those conclusions.

WORKING CONDITIONS

- Job may require moving/lifting of items in excess of 50 pounds
- Must be able to remain in an upright stationary position 50% of the time
- Sufficient measures of electricity in use to cause harm to employee
- Extreme noise and temperature levels sufficient to cause discomfort to employee
- Subject to all types of scents and odors; some may be unpleasant
- All other assignments within the scope and duty of this department
- Subject to working hours beyond the normal work as assigned by the Building Superintendent.
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ADDITIONAL NOTES

This position reports to the Building Superintendent and/or Commissioner over Maintenance

The above declarations are not intended to be an “all-inclusive” list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and ability require to do the job.

Rather, they are intended to describe the general nature of the job.

Department employees or family members will not have, either directly or indirectly, any financial or other personal interest in a Lamar County contract or subcontract of any kind.

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