



# WEXFORD COUNTY, MICHIGAN

Human Resources, 437 E. Division, Cadillac, MI 49601 231-779-9452 231-306-0150 FAX

## **Position Available – Internal/External Job Title: Maintenance Worker/Custodian**

- Department: Wexford County Maintenance
- Classification: Part Time (29 hours /week)  
Union Position - TPOAM  
Level 4 Position
- Hourly Wage: \$14.97 to \$18.68
- Qualifications:
1. Ability to work effectively with the general public, elected and appointed department heads, and fellow employees.
  2. Ability to lift and carry at least 50 pounds on a routine basis.
  3. Ability to operate heavy equipment and power tools.
  4. Ability to use various cleaning agents and tools.
  3. High school diploma or equivalent and one year of related experience.
  4. A valid Michigan driver's license; ability to pass a background and security check.
- Essential Duties:
1. Maintenance duties. Examples include but are not limited to: minor electrical repairs, minor plumbing repairs, interior and exterior painting, and installation and removal of window air conditioners.
  2. Custodial duties are as needed and in the event the current contract janitorial company is unable to complete their duties.
  3. Miscellaneous tasks. Examples include but are not limited to: moving furniture and equipment, delivering boxes of paper, shoveling snow from sidewalks, assisting the Maintenance Supervisor with property inventory and the evaluation of malfunctioning HVAC equipment.
  4. Duties may include work inside all areas of the County's jail.
- Supervision: Maintenance Supervisor
- Application Due: Thursday, August 18, 2022 by 4:00 p.m. to the Human Resources Office, Historic Courthouse, 437 E. Division St., Cadillac, MI 49601

*Posted: August 4, 2022*