



**Employment Opportunity**

Maintenance Specialist

Carroll County Farm Museum

\$14.73 hourly salary (Grade C07)

40 hour position with a full benefit package

***Apply By: Friday, April 21, 2017 @ 5:00 p.m.***

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**GENERAL RESPONSIBILITIES** Performs a variety of skilled tradesworker and maintenance duties in the construction and improvement of facilities at the Carroll County Farm Museum as well as a variety of maintenance duties at Museum Events.

**ESSENTIAL TASKS** include the following; other duties may be assigned

1. Operates a full range of building and grounds maintenance equipment
2. Operates a full range of construction tools and related equipment
3. Acting as maintenance staffer, assists with a variety of Museum events including weddings, festivals and other occasions as needed
4. Applies landscaping techniques and procedures to help maintain Museum grounds.
5. Maintains equipment and tools in good repair as directed by Maintenance Supervisor
6. Follows OSHA, MOSH, ICC, State Annotated Code and other Federal, State, and local laws and regulations
7. Performs skilled construction and renovation projects of facility
8. Performs janitorial services as needed
9. Supervises work assignments for volunteers, student, service workers and others
10. Performs snow removal and security operations
11. Reports to work outside of normal work hours as dictated by Museum's event schedule and for emergency operations
12. Any employee may be identified as Essential Personnel during emergency situations

**EDUCATION AND EXPERIENCE**

1. High school diploma or GED
2. Three years' experience as a skilled tradesworker and/or parks and grounds maintenance\*.

\*A comparable amount of training and experience may be substituted for the minimum qualifications.

**SPECIAL REQUIREMENT**

1. Federal and State criminal history record check prior to employment.
2. Require flexible work schedule, including evenings, weekends and holidays as needed

**CERTIFICATES, LICENSES AND REGISTRATIONS**

1. Valid driver's license

A Carroll County Government job application is required for this position

**Apply on-line: [ccgovernment.carr.org](http://ccgovernment.carr.org)**

Call the Carroll County Job Hotline at (410) 386-2020 to request an employment application or call (410) 386-2129 for employment inquiries

**POSTED: 4/7/17  
(17-105)**

**Carroll County is an equal opportunity employer**