

NOTICE

There is a job vacancy in the **BAY COUNTY BUILDING AND GROUNDS DIVISION.**

**JOB TITLE: GENERAL LABORER/MAINTENANCE – Health Department Project
Part-time, Variable hours, temporary assignment**

RATE OF PAY \$15.09 per hour

This is a part-time position with variable hours (up to 40 hours per week) for the duration of the Health Department Construction Project. **The position will terminate at the completion of the project.** At any time there is a delay in the project, this position would not report until the project resumes.

GENERAL SUMMARY:

Under the direct supervision of the Buildings & Grounds Supervisor or designee. As a general laborer, you will perform a variety of projects in conformity with the state and local building codes. Duties will include, but not limited to: carpentry, drywall, painting, assisting other trades, and office moves.

ESSENTIAL FUNCTIONS:

1. Confers with Supervisor or Department Director to receive assignments, establish priorities, and schedule work.
2. Ensures that all work performed under scope of project is in conformance to project specifications.
3. Performs the normal duties of rough and finish carpentry and drywall work.
4. Painting with different types of paints and stains.
5. Regularly uses power tools, e.g. saws, drills, compressors, generators, router, jointer, meter devices and various testers.
6. May assist other trades and maintenance personnel, e.g. plumbing, HVAC, electrical and building/carpentry.
7. Serves as a laborer in such tasks as moving or assembling equipment and furniture.
8. May supervise inmates while they assist on the project.
9. Ensures daily clean-up of the project. Helps to eliminate interference with daily service provided by the Health Department.
10. Consistent and punctual attendance is required for this job.
11. All other duties as assigned.

The above statements are intended to describe the general nature of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of job duties performed by personnel so classified.

QUALIFICATIONS:

High school graduate or equivalent with knowledge of Blueprint reading. Must have 1 to 2 years of experience and knowledge in painting (with different types of paint and stains), carpentry, drywall, maintenance skills, etc. Must be a self-starter and team player. Must be able to follow directions and work with minimal supervision. Must have the ability to perform heavy labor. Must have basic computer skills.

PHYSICAL REQUIREMENTS:

This position requires climbing, standing, being mobile and/or bending for significant periods of time with the ability to move objects (furniture) according to the following weight frequency: Generally 50-100 pounds of force up to one-third of the time.

APPLICATION PROCEDURE:

Apply online at www.baycounty-mi.gov or in person/via U.S. mail at the Bay County Personnel Department, 515 Center Avenue, Bay City, MI 48708. **Application deadline: Wednesday, August 23, 2017.**

Bay County is an Equal Opportunity Employer

"Bay County is an equal opportunity employer. It is the policy of Bay County and its departments to pursue equal employment opportunity regardless of height, weight, political or religious affiliations, race, color, sex, disability, familial status, sexual orientation, gender identity, national origin, or other protected classification set forth by law in our relationship with applicants for employment, employees of the department, and the public.