

*DARRELL SANDERS*  
CHAIRMAN

*DIANE KILPATRICK*  
COUNTY ADMINISTRATOR

*DENNIS MCCALL*  
COUNTY ENGINEER



COMMISSIONERS:

*JOEY PEAVY, DISTRICT 1*  
*JESSE F. MCWILLIAMS, III, DISTRICT 2*  
*REBECCA BUTTS, DISTRICT 3*  
*ALLIN WHITTLE, DISTRICT 4*  
*DARRELL SANDERS, DISTRICT 5*

## BUTLER COUNTY COMMISSION

202 PATSALIGA ST  
P.O. BOX 756  
GREENVILLE, ALABAMA 36037  
(334) 382-3612 Phone (334) 382-3506 Fax  
e-mail [butlercc@butlercoal.us](mailto:butlercc@butlercoal.us)  
[www.butlercountyal.com](http://www.butlercountyal.com)

### JOB ANNOUNCEMENT

<b>Job Title:</b>	Building Maintenance	<b>Full-Time Position:</b> Monday through Friday
<b>Opening Date:</b>	Nov 1, 2021	<b>Closing Date:</b> Nov 30, 2021
<b>Salary Range:</b>	\$40,000 to \$50,000	
<b>Department:</b>	County Commission	<b>Reports to:</b> Butler County Commissioners

**Interviews for this position will be held on Tuesday, December 7, 2021, beginning at 3 p.m.**

**Job Summary:** This position is responsible for the overall maintenance and repair of all the county buildings. Performs maintenance checks, inspections, and repairs to main electrical control panel, cooling and heating systems. Perform repairs to plumbing fixtures. Carpentry duties, minor repairs to roofs, walls, painting, replace and repair windows, doors, walls as needed. Performs other related duties as required

#### **Essential Job Functions:**

1. Schedules and performs necessary repairs as needed on all county owned buildings.
2. Performs routine maintenance checks and inspections on main electrical control panel, heating & cooling units etc. Runs wires for the installation of new phone lines, computers, lights etc
3. Performs plumbing repairs as required, such as repairing broken pipes, valves, etc.
4. Performs carpentry duties building repairs such as painting walls, fixing holes in walls, repairs roofs, hanging doors, replacing windows, building shelves, room partitions, etc, as required.
5. Performs maintenance activities to furniture such as oiling drawers, tightening loosened parts, etc
6. During Election years: Sets up voting precincts, takes voting machines, supplies etc around to all precincts

#### **Minimum Qualifications:**

1. Must be able to speak, read and understand the English language
2. Verbal skills to communicate with various individuals
3. Math skills to perform basic mathematical operations to calculate costs for repairs
4. Writing skills to clearly complete forms, purchase orders, and to correspond with suppliers
5. Reading skills to understand manuals, blueprints, instructions, gauges, etc
6. Ability to lift a minimum of 50 lbs.
7. Must have a valid Alabama Driver's License

Applicants should apply at the Butler County Commission Office located at 202 Patsaliga Street, Greenville, AL 36037 Monday through Friday from 8 a.m. till 4 p.m. All applicants are requested to attach a resume, cover letter, and salary requirements upon applying for this position. Applicants may mail their applications to Butler County Commission P.O. Box 756, Greenville, AL 36037 or email their applications to [butlercc@butlercoal.us](mailto:butlercc@butlercoal.us)

**BUTLER COUNTY IS A DRUG-FREE EQUAL OPPORTUNITY EMPLOYER**