

LEE COUNTY COMMISSION

Chairman
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Members
Doug Cannon, District 1
Ross Morris, District 2
Gary D. Long, District 3
Tony Langley, District 4
Richard LaGrand, District 5

JOB ANNOUNCEMENT

Job Title: Facility Technician	Hours of Availability: Monday-Friday; 3pm-Midnight
Closing Date: Until Filled	Position Announcement: BGM01-05-2023(2)
Work Location: Lee County, AL	
Division/Department: Building Grounds Maintenance	
Reports to: Custodial & Facility Technician Supervisor	
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Pay Range: \$30,511.17 - \$35,087.85

JOB SUMMARY: This position performs custodial duties in the maintenance of county buildings with additional responsibilities of a more difficult nature assigned over those in the class of Custodian.

- ESSENTIAL JOB FUNCTIONS:**
- Cleans, sweeps, mops, and strips, buffs, waxes/varnishes floors; vacuums and shampoos carpet.
 - Picks up and delivers supplies and completes other errands as necessary.
 - Cleans restrooms, offices, courtrooms, and break rooms; ensures they are well supplied.
 - Dusts window ledges and furniture; cleans glass.
 - Monitors facilities on a regular basis and keeps interiors and entrances of buildings free of litter, spills, etc.
 - Collects trash and transports to dumpsters.
 - Inspects buildings to identify problems or safety hazards.
 - Assists in moving furniture.
 - May be assigned overall responsibility for a building or work area.
 - Responds to citizens' questions and comments in a courteous and timely manner.
 - Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
 - Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
 - Performs other related duties as assigned.

- KNOWLEDGE, SKILLS, AND ABILITIES:**
- Knowledge of county and department regulations, policies, and procedures.
 - Knowledge of occupational hazards and safety requirements.
 - Knowledge of cleaning procedures.
 - Knowledge of safety policies and procedures.
 - Knowledge of the use, maintenance, and repair of hand tools and equipment related to custodial work.
 - Knowledge of traffic hazards, safety principles, rules, regulations and speed limits.
 - Skill in the use of chemicals and cleaning supplies.
 - Skill in the use of custodial equipment and tools.
 - Skill in the use of equipment associated with detailed floor care.

- QUALIFICATIONS:**
- Some High School education and one (1) year of related experience.

Applicants should apply at the Alabama State Employment Office or the Lee County Commission Office (215 South 9th Street, Opelika, Alabama) Monday through Friday, between the hours of 8:30 AM and 4:30 PM. An employee in this position is subject to random drug/alcohol testing. Interested applicants may also fax a completed application to (334) 737-3609 or emailed to humanresources@leeco.us by the closing date. Previous applicants should reapply. For more information visit: www.leeco.us.

Lee County is an Equal Opportunity Employer, we will recruit, hire, train, promote, discipline, and discharge in all eligible job groups without unlawful discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, marital status, political affiliation or genetic information or any other characteristics protected by law. To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described in accordance to Subtitle A of Title II of the Americans with Disabilities Act (42 U.S.C. 12131).