



Job Description

Department: Maintenance/Building and Grounds
Position Title: Maintenance II
Pay Classification: TCC7 (Entry \$19.64/hr.)
Full Insurance and Paid Time off Package
County Pension
Reports To: Facilities Manager

Position Summary:

Semi-technical position, performing but not limited to, maintenance tasks, repair, and alterations to all County buildings and facilities, lawn care, snow removal, and housekeeping duties. Assist and train under Maintenance III and Facility Manager.

Major Duties:

- Minimum of 2 years' experience in Maintenance field required.
- Basic knowledge of electrical principles and wiring, familiar with wiring diagrams.
- Basic knowledge of methods, practices, tools and equipment involved in the maintenance of buildings, including plumbing, carpentry, and masonry.
- Knowledge of the hazards and safety precautions required in this type of work.
- Basic knowledge of heavy equipment operation.
- Basic knowledge of housekeeping duties and equipment required.
- Ability to work in all outside environmental conditions.
- Ability to work with Maintenance III to be trained further in job classification.
- Must be able to lift 50 lbs frequently, up to 120 lbs occasionally.
- Must be able to work from ladders, lifts, and in confined spaces.
- Must be able to stand, sit, walk, bend, twist at will.
- Must have a current and valid Driver's License.

Responsibilities:

- Performs electrical and mechanical repairs, such as repairs and replacements of light fixtures and electrical circuits.
- Performs necessary carpentry, such as building walls, installing drywall, installing ceilings, etc.
- Performs necessary plumbing, such as repairs, replacement and installation of plumbing fixtures.
- Performs painting, staining and finishing duties.
- Performs clean-up and custodial duties as needed.
- Performs snow removal using powered equipment and shovels.
- Performs lawn maintenance using power equipment such as chain saws and mowers, and performing trimming, mulching and weeding.
- Delivers supplies to offices and buildings as needed.
- Transports files to and from Archives as needed.
- Performs other related duties and tasks as assigned or required.

To Apply:

Please complete the standard [County of Mercer Application](#) and send a letter of interest, salary history, and your resume to the following:

Mercer County
HR Department
125 S Diamond Street, Suite 17
Mercer, PA 16137
hr@mercercountypa.gov

Applications can be submitted via USPS, e-mail, or hand delivered.

Deadline to Apply: Position posted until filled