



## **POSITION ANNOUNCEMENT**

### **ABOUT AUGUSTA TECHNICAL COLLEGE**

Augusta Technical College, a unit of the Technical College System of Georgia, is a two-year college located in Augusta, Georgia. Since its opening in 1961, Augusta Technical College has remained dedicated to promoting educational, economic, and community development in its service area (Burke, Columbia, Lincoln, McDuffie, and Richmond Counties). The college offers over 100 academic programs in high-demand areas such as Allied Health Sciences & Nursing, Business, Public & Professional Services, Cyber, Digital, and Engineering Technologies, accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The college also offers adult education/GED, ESL, and continuing education programs through the Division of Economic Development.

### **ABOUT AUGUSTA, GEORGIA**

Augusta, GA, is a regional center for medicine, biotechnology, and cybersecurity. Located near the Georgia/South Carolina border (Central Savannah River Area), the area holds many accolades: Most Neighborly City in America, Best Cities to Start a Business, and a Top Ten Places in the South to Hire Vets. The area is internationally known for the PGA's Masters Tournament held at the Augusta National Golf Club and being the home of James Brown; while also bolstering the Augusta Riverwalk, Savannah Rapids Pavilion, Evans Towne Center Park, and home of the US Army Cyber Center of Excellence at Fort Gordon.

### **ABOUT THE POSITION**

**Job Title: Maintenance Technician (Full-Time)**

**Job Code: 30518**

**Campus Location:** Thomson Campus

**Salary:** \$32,279.96 - \$40,040.04; Commensurate with education and work experience.

### **JOB SUMMARY**

The **Maintenance Technician** is responsible for performing skilled and semi-skilled work associated with the maintenance and repair of the college's facilities and grounds.

### **MINIMUM QUALIFICATIONS**

A high school diploma or equivalent \*and\* One (1) year of experience in a skilled trade or building maintenance

### **COMPETENCIES**

- Knowledge of the tools, equipment, materials, and practices of building and grounds maintenance
- Knowledge of safety policies and procedures
- Knowledge of plumbing, electrical, and HVAC system maintenance and repair
- Skill in the operation of computers and job-related software programs
- Skill in interpersonal relations and in dealing with the public
- Oral and written communication skills
- The ability to lift, push, and carry heavy items
- The ability to read, interpret, and apply construction plans, specifications, and blueprints

## MAJOR DUTIES

- Install, maintain, or repair electrical systems and associated hardware
- Install, maintain, repair, and renovate plumbing hardware
- Assist with renovation projects as assigned
- Assist with carpentry projects
- Participate in the repair and maintenance of college equipment and vehicles
- Participate in grounds maintenance activities, including installing and maintaining landscaping, applying herbicides and pesticides, and maintaining parking lots
- Use and maintain a variety of tools, materials, and equipment
- Maintain required records and logs
- Maintain fire alarms, sprinkler, and security systems
- Coordinate the work of maintenance and custodial staff as directed by the supervisor
- Respond to emergency requests for repairs
- Other duties as assigned.

**APPLICATION DEADLINE:** The position will remain open until filled. All application packets **MUST** be completed via the Online Job Center at [JobCenter \(easyhrweb.com\)](http://JobCenter(easyhrweb.com)). As a part of the application process, interested candidates will be required to upload other documents, including a resume, cover letter, and unofficial transcripts (see job center listing for more details). This posting will be removed from the Online Job Center once the position has been filled. All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, fingerprinting, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application. Official transcripts are required upon employment. **Note: Due to the volume of applications received, we are unable to contact each applicant personally. If we are interested in scheduling an interview, a representative from our college will contact you.**

### Equal Employment Opportunity Statement

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government, including any Workforce Innovation and Opportunity Act (WIOA) Title I financed programs, educational programs and activities, including admissions, scholarships, and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.