

FACILITIES MAINTENANCE TECHNICIAN

Planning & Zoning | Auditoriums, Museums, & Main Street



SUMMARY

Part-Time position. Perform various aspects of maintenance to government buildings, facilities, and public spaces.

JOB OVERVIEW

Starting Pay

\$14.71 - \$18.89 per hour

Schedule

Monday - Friday

Must be able to work occasional weekends.

Shift

8 a.m. - 1 p.m.

Shift hours may vary.

LOCATION

Folklife Culture Center

REPORTS TO

Cultural Resources Manager/Main Street Manager

PHYSICAL DEMANDS

- Lift up to 50 lbs. (medium)
- Climb ladders

WORK ENVIRONMENT

Indoors and outdoors in various climates and conditions.

ESSENTIAL FUNCTIONS

1. Perform regular landscaping and grounds maintenance, cleaning, and upkeep including basic pest control.
2. Perform plumbing, electrical, carpentry, and various other repairs and small projects to government buildings, facilities, and public spaces; carry out preventative maintenance schedule as directed.
3. Install and remove various lighting and electrical components used for different functions throughout the parish.
4. Assist with placing, removing, and storing holiday decorations.
5. Complete work orders and report problems or other repairs that may be required.
6. Perform other duties as assigned by supervisor.

GENERAL REQUIREMENTS

1. Learn and practice all applicable safety rules and regulations, department procedures, and Parish Personnel Policy Manual procedures.
2. Able to use all types of hand tools, power tools, and meter devices used to maintain equipment and buildings.
3. Able to read equipment manuals and blueprints.
4. Able to fill out paperwork to order materials.
5. Thorough knowledge of building maintenance and cleaning procedures.
6. Basic understanding of electrical and motorized equipment.
7. Basic understanding of landscape maintenance and grounds keeping equipment.
8. Maintain good work ethic.

EDUCATION, EXPERIENCE, AND LICENSES

1. High school diploma or GED certificate required.
2. IBC Building Inspector Certifications preferred.
3. Possess and maintain valid Louisiana driver's license.



Questions? No problem! Email us at employment@tpcg.org.