

Adams County Board Maintenance Technician I

Job Title: Maintenance Technician I
Department: Building and Grounds
Report to: Maintenance Supervisor
Salary: Negotiable Based on Experience

Summary:

Under the direction of an assigned supervisor, perform required maintenance and repair duties necessary to maintain facilities; perform a variety of carpentry, electrical, painting, and plumbing repairs and maintenance work; perform routine and emergency repairs and adjustments to buildings facilities.

Maintenance Technician duties and responsibilities

A Maintenance Technician is responsible for keeping a facility operating and repairing any problems when they are discovered before they have a chance to worsen. A Maintenance Technician will usually be required to perform a wide range of repair tasks around a facility. Some other tasks a Maintenance Technician may be called upon to do include:

- Performing routine maintenance around the building such as fixing structural damage, for example, window, door or wall repair
- Repairing broken or leaking plumbing to avoid water damage and restore full use of water fixtures
- Working on damaged electrical wiring when a shortage or severed wire occurs
- Maintaining the building HVAC equipment in order to keep climate control in the facility functioning properly
- Applying preventative measures to the building to reduce the risk of future problems, such as using a sealant on a flat roof
- Fixing potential safety hazards to avoid injuries
- Painting the building when old paint has become faded or chipped
- Grass cutting and building maintenance and upkeep for all county parks and buildings

Maintenance Technician skills and qualifications

A Maintenance Technician requires a diverse mix of both hard and soft skills, particularly manual labor skills, including:

- Plumbing knowledge to address leaks, clogs or other drainage problems
- Electrical wiring capabilities to manage problems with the building's electricity
- Carpentry ability to handle basic repairs around the building
- Groundskeeping if the facility contains lawns or other outdoor areas in need of maintenance
- Interpersonal skills to interact with employees or residents of the building in a pleasant manner
- Attention to detail to ensure that all jobs are completed in an exemplary manner and any potential hazards or warning signs of problems are not overlooked
- Physical stamina to handle a full shift of being active and working on the building

Minimum Qualifications

- Must have High School Diploma or an equivalent degree such as GED
- Must be able to pass a pre employment drug screening
- Must be able to carry or lift up to 50lbs
- Must have valid Driver Licenses

For a job description call 601-442-2431. Please mail your resume Corvet Mcneal 314 State Street, Natchez, MS 39121. Acceptance of applications will end on August 15, 2025.

Adams County, MS is an Equal Opportunity Employer.