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| **March 28, 2018** | |
| **Position Vacancy Listing** | |
| **Return completed City Employment Application to:** | **City of Kannapolis; Human Resources** |
| **401 Laureate Way** | |
| **Kannapolis, NC 28081** | |
| **WEBSITE:** [**www.kannapolisnc.gov**](http://www.kannapolisnc.gov/) | |

**Position Title:** Building Engineer I (Facility Maintenance)

**Position #:** 1600012

**Department:** General Services

**Starting Salary Range:**  $22,712 - $26,119

**Hours of Work:** Will vary from 1st to 2nd Shift (may include some weekends)

**GENERAL STATEMENT OF DUTIES:**  The Day or Night Building Engineer performs general cleaning and light maintenance duties.

**DISTINGUISHING FEATURES OF THE CLASS:** Under general supervision of the Facilities Manager, an employee in this class performs responsible semi-skilled custodial and heavy manual work to ensure municipal facilities are maintained in an orderly, healthy, safe and sanitary manner.

**ESSENTIAL JOB FUNCTIONS:** The Building Engineer performs general cleaning and light maintenance duties to ensure municipal facilities are maintained in an orderly, healthy, safe and sanitary manner. Examples of work performed include, among other tasks, performing custodial duties such as cleaning offices, floors, and restrooms; replenishing bathroom, break room and kitchen with supplies; maintaining an adequate supply and cleaning product inventory; sweeping, mopping, and emptying waste receptacles; performing light building maintenance such as replacing light bulbs and filters; performing manual labor to assist with room set up and clean-up for events and meetings, and performing other duties as assigned.

**JOB RELATED PHYSICAL ACTIVITY REQUIREMENTS:** Custodial work is physically demanding and requires the employee to spend the entire time at work standing, walking, lifting heavy objects, operating medium weight cleaning equipment such as floor buffers, sweeping and mopping floors and moving furniture. The work requires the exertion of up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; work requires stretching, bending, reaching, walking, stooping, crouching, standing, lifting, fingering, grasping, and repetitive motions. Work is often performed in unpleasant and/or stressful environments, and the employee on a daily basis works with dangerous and toxic leaning products that must be handled properly and in accordance with the manufacturer’s instructions. Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

**KNOWLEDGE, SKILLS AND ABILITIES:**

* Knowledge of standard cleaning procedures, chemicals, products and equipment and ability to operate equipment to include floor polishing machine, handheld blower and pressure washer;
* Knowledge of workplace hazardous materials information system;
* Ability to read and understand labels and instructions, particularly on the use and application of cleaning chemicals and products;
* Ability to manage time effectively and efficiently and to work under little supervision;
* Must possess effective verbal and listening communication skills and good problem/decision making skills;
* Must possess good working knowledge of the operation of maintenance equipment is a plus.
* Must have the ability to get along well with others; and the ability to work unusual hours, especially nights and weekends.

**EDUCATION AND EXPERIENCE:**  Any combination of education and experience equivalent to completion of the tenth grade and some building cleaning experience. Must be at least eighteen years old.

**ADDITIONAL REQUIREMENTS:** Must possess a valid NC driver operator’s license and a safe driving history.

CLOSING DATE: Open until filled