



***JOB POSTING***  
General Maintenance  
***Building & Grounds***

**JOB SUMMARY:**

Under the direct supervision of the building & grounds supervisor, the maintenance worker shall be responsible for taking care of all general maintenance work as well as building and grounds of the courthouse and judicial facility.

Open communication with supervisor and regular attendance are key requirements for this position.

**RESPONSIBILITIES AND DUTIES:**

- Maintaining all aspects of maintenance for the courthouse & judicial facility
- All lawn services for the courthouse & judicial facility
- Cross train and work in janitorial department if needed
- Assist offices with moving items and lifting
- Assist in unloading delivery trucks
- Must be able to lift up to 100 LBS.
- Respond to multiple departments if they have a need or something repaired

**QUALIFICATIONS AND SKILLS:**

High School Diploma or GED  
Valid driver's license required

**STATUS:** 40 hours per week- On call once a month or as needed by supervisor

**SALARY:** \$ 15.00 per hour

**Applications will be accepted until the position is filled**

**Taney County is a substance free, Equal Employment Opportunity Employer (EEOE). Contact Human Resources at (417)546-7237 for information. Applications can be obtained at the Human Resources Department or online at [www.taneycounty.org](http://www.taneycounty.org).**