



Chester County, South Carolina

Office of Human Resource
Post Office Drawer 580
Chester, South Carolina 29706

Chester County Job Opening Announcement

POSITION: Maintenance Technician – Gateway Conference Center

RESPONSIBILITIES:

- Performs maintenance and repairs to the Gateway Conference Center: carpentry, painting, grounds and plumbing, etc.
- Plans and implements an effective preventive maintenance schedule.
- Inspects work for compliance with safety and OSHA regulations.
- Ensures the availability of required equipment and materials, maintains inventory.
- Performs general maintenance and housekeeping duties as needed; pulling cables, setting up and breaking down furniture such as tables, chairs and dance floors, taking out trash, cleaning event spaces, bride and grooms rooms, common areas, caterers kitchens and bathrooms and floors, etc.
- Hangs and finishes sheetrock, paneling, wallpaper, tile and moldings; repairs sheet rock; installs and repairs carpeting; installs glass panes; installs suspended ceiling grids and tiles.
- Performs carpentry and renovation work in the construction, repair or alteration of walls, doors and cabinets; builds or repairs partitions, cabinets, tables, chairs, carts, shelves, and bookcases.
- Must be available to work flexible hours.
- Reports to the Events Center Coordinator and/or the Director of Economic Development.

REQUIREMENTS: Graduation from high school, and one to two years of experience in construction or building maintenance, with emphasis on painting experience; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities. Must have valid state drivers' license.

APPLICATION GUIDELINES: Submit resume/application to: Chester County Human Resources, P.O. Box 580, Chester, SC 29706.

Internal Deadline: June 13, 2016

EOE