



LAMPASAS COUNTY, TEXAS HUMAN RESOURCES OFFICE

Position:	Maintenance Technician
Salary:	\$20 per hour
Eligibility for Benefits:	Eligible for full time county benefits: including health and life insurance, other optional insurance coverage, retirement, vacation and personal time accrual and holidays.
Hours of Work:	40 hours per week

Position Description:

Responsible for the upkeep and repair of buildings, equipment, and systems. This includes performing routine preventative maintenance, troubleshooting issues, and making necessary repairs to ensure everything runs smoothly and safely. Work may be conducted in commercial settings or facilities, handling a variety of tasks from mechanical and electrical repairs to plumbing and HVAC system maintenance. Other areas of responsibilities include custodial duties within office spaces or common areas and provide lawn care services of Lampasas County owned properties.

Essential Responsibilities include:

- System(s) Maintenance. Performing scheduled maintenance on equipment and systems to prevent breakdowns and ensure optimal performance. Diagnosing mechanical, electrical, plumbing and other system issues and making necessary repairs. Responding to urgent maintenance requests and addressing breakdowns quickly and effectively. Working with other team members, contractors, and facility managers to coordinate maintenance efforts.
- Lawn care services. Mowing, trimming, edging, and fertilizing lawns. Identifying and addressing issues like pests, diseases, and soil deficiencies. Caring for trees, shrubs, and flowers through pruning, trimming, and watering. Using and maintaining lawn care equipment like mowers, trimmers, and blowers. Maintain outdoor areas, including sidewalks, lawns, and entrances.
- Routine cleaning. Perform routine cleaning tasks like sweeping, mopping, vacuuming, dusting, trash removal and clean restrooms and other common areas. Ensure supplies like soap, paper towels, and toilet paper are replenished in restrooms and other areas.
- Maintains Equipment and Inventory. Maintaining an inventory of equipment, spare parts and tools. Maintaining an inventory of supplies like soap, paper towels, and toilet paper. Maintaining accurate records of maintenance activities, repairs, and parts inventory.
- Safety standard compliance. Conducting regular inspections of buildings, equipment, and systems to identify potential problems and ensure compliance with safety standards. Following safety guidelines and using chemicals responsibly. Ensuring all work is performed in accordance with safety regulations and procedures.
- Performs other duties as assigned



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Special Requirements

- Current driver's license

Knowledge, Skills and Abilities

- Strong understanding of mechanical, electrical, plumbing, and HVAC systems.
- Ability to diagnose and resolve a wide range of technical issues.
- Ability to effectively communicate with team members, supervisors, and other stakeholders.
- Ability to perform physical tasks, including lifting, exerting up to 100 pounds of force occasionally and up to 50 pounds of force to move objects.
- Ability to perform physical tasks such as balancing, crouching, reaching, grasping, kneeling, stooping, climbing, standing, and walking.
- Ability to work in a wide range of work environments such as cramped crawl spaces to extreme weather temperatures.
- Commitment to following safety procedures and regulations.
- Ability to manage multiple tasks, prioritize work, and maintain accurate records.
- Experience using lawncare equipment, variety of hand tools and equipment for repairs.
- Understanding of mowing, trimming, fertilization, and pest control.
- Proficiency in operating and maintaining lawn care equipment.
- Ensuring lawns are well-maintained and aesthetically pleasing.
- Knowledge of cleaning procedures, chemicals, and equipment.
- A keen eye for detail is important for identifying areas that need cleaning or maintenance.
- Ability to establish and maintain effective working relationships with co-workers, vendors, consultants, contractors, and other government officials.

Obtain Applications:

Download application online at www.co.lampasas.tx.us under 'Employment Opportunities';
or pick up application in the Human Resources office:
409 S Pecan St. Ste 209; Lampasas, TX 76550

Submit Applications To:

Human Resources Office via email:
human.resources@co.lampasas.tx.us
or in person to the Human Resource Office:
409 S Pecan St. Ste 209; Lampasas, TX 76550

Application Deadline:

Open until filled.