BUILDING MAINTENANCE SPECIALIST
(Part-time)

The City of Portage Public Works Department is seeking a part-time Building Maintenance Specialist. This is a semi-skilled, manual labor position responsible for after-hours building maintenance and janitorial duties. Other duties include monitoring custodial staff, grounds clean-up/snow removal, mail delivery, support services for City Council and meeting, special event and election equipment set up and removal. Monday through Friday, 4:00 to 8:00 P.M., 20 hour/week. Entry rate $17.22/hour. No benefits.

Interested candidates will need to possess a high school diploma or equivalent (GED), have one to three years related experience in maintenance, and some knowledge of basic electrical, mechanical, plumbing and carpentry functions, with the ability to use a wide variety of tools. Candidate must also be able to frequently lift and maneuver up to 50 pounds and occasionally lift up to 100 pounds. A valid State of Michigan Driver License with a good driving record is required.

Employment Applications may be submitted online at www.portagemi.gov or by submitting an application to the Department of Human Resources, City of Portage, 7900 S. Westnedge Ave., Portage, MI 49002. For additional information, please contact the Department of Human Resources at (269) 329-4533.

The City of Portage is an Equal Opportunity Employer