

*** * * EMPLOYMENT NOTICE * * ***

The City of Bradford's, Office of Economic and Community Development (OECD) is accepting applications for the position of "Maintenance/Construction Worker"

Please submit resume to the Office of Economic and Community Development at 20 Russell Blvd. Bradford by September 14, 2018.

Employee will be expected to perform general maintenance repair work on industrial/commercial facilities, residential properties and infrastructure owned and operated by the OECD. Maintenance tasks include, but not limited to: electrical, heating and air conditioning troubleshooting and repair work; carpentry work; repair of plumbing systems; minor roofing repairs; concrete and asphalt repair work; drywall repair work and painting, flooring repairs; yard maintenance, snow removal (including plowing), streetscape maintenance and any other general maintenance work needed to maintain OECD facilities. Employee may also be expected to assist the OECD carpenters with the construction of new housing and other construction-type work.

Employee may be asked to coordinate work with part-time or seasonal maintenance employees. Employee will be asked to maintain all tools, vehicles and equipment; order materials for maintenance and repair work and perform record-keeping on building maintenance. Employee must have good attendance record, good attitude, be dependable and be able to work well with others.

Qualification requirements include graduation high school or GED equivalent and a minimum of two years of experience in construction, maintenance and repair work. Working knowledge of practices, methods, materials, tools, vehicles and equipment used in construction, facilities maintenance and repair activities.

Special Requirements: Must have valid Pennsylvania State Driver's License. Applicant must demonstrate your ability to perform the physical requirements of this position. Applicant must have no pending legal matters that will preclude your ability to engage in the duties of this position.

The City of Bradford is an Equal Opportunity Employer that does not discriminate against race, color, creed, religion, sex, national origin, age, ancestry, marital status, the presence of a non-job-related medical condition or disability or any other legally protected status.