

# NOTICE OF EMPLOYMENT OPPORTUNITY

# Town of Colorado City

## MECHANIC & MAINTENANCE POSITION

The Town of Colorado City is looking to hire for a Mechanic & Maintenance Position

**PAY RATE:** \$18.00 to \$22.00 per hour depending upon qualifications.

**JOB DUTIES:** Would work under the direction of the Colorado City Public Works Director. Duties would include repairing & performing preventive maintenance on motor vehicles as well as heavy equipment, including but not limited to garbage collection trucks, front-end loaders, dozers, graders, compactors, sweepers and other pieces of equipment. Duties would also include updating and maintaining computer records management database, files and other administrative responsibilities as directed.

The job may be physically strenuous and demanding and will require lifting, pulling and managing heavy equipment and objects; will work in all weather, and must be prepared for both extreme heat and cold, ensuring that all activities are completed in a safe and efficient way and performs related duties as needed or assigned.

**SPECIAL:** Applicants must be at least 18 years old and must be legal to work in the United States with a valid class A commercial drivers' license ( or able to obtain a Class A CDL in a reasonable time); Applicants must have a clean driving record and be able to pass a criminal background check; must be able to operate equipment in a safe and appropriate manner; experience with Excel spreadsheets and computer skills preferred; will be required to practice workplace safety; Be able to work cooperatively with others and interact with the public in a courteous and respectful manner; must have the ability to use hand and power tools in a safe and effective manner; must be able to read and follow written and oral instructions.

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The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change as the needs and requirements of the job change. The selection process may consist of evaluation of application material, oral interviews, written examinations, performance tests, assessment centers, physical ability tests, probationary periods or any other screening technique.

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APPLICATIONS ARE AVAILABLE AT: COLORADO CITY TOWN OFFICE, 25 S. CENTRAL STREET, COLORADO CITY

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THE TOWN OF COLORADO CITY IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services.