

Employment Opportunities Bulletin

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Durham County Government's website is www.durhamcountync.gov

This publication (which is updated every Monday) lists jobs with Durham County Government for which applications are being accepted. Some jobs also request other documents to accompany the application therefore, a thorough review of the requirements for the jobs that you are interested in is imperative. Applications that come in without the proper documents will be eliminated and marked as "incomplete". **A SEPARATE APPLICATION MUST BE SUBMITTED FOR EACH POSITION LISTED. ONLY A DURHAM COUNTY APPLICATION FOR EMPLOYMENT WILL BE ACCEPTED.** You can apply for jobs in one of the following ways:

1. Download the application and any required supplemental forms; fill in completely and: email to humanresources@durhamcountync.gov
2. Fax to (919) 560-7902
3. Mail to 200 E. Main Street, 3rd floor, Durham, NC 27701
4. Come to 200 E. Main Street, 3rd floor and complete a handwritten application

Human Resources accepts applications weekdays from 8:00AM to 5:30PM, except holidays. **Durham County applications must be received by the closing date indicated for each position. Your application for any job does not guarantee that you will be contacted by the department for further consideration.** As a condition of employment, individuals hired by the County are required to present proof of identity and of their legal eligibility to work in the United States before they can begin work. **It is Durham County's policy that no persons will be hired who owe real or personal property taxes to the County. The County of Durham will conduct background and criminal investigations on all hires. A conviction record does not automatically eliminate you from employment consideration.**

PLEASE POST October 22, 2012

PROFESSIONAL POSITIONS

ASSISTANT DIRECTOR OF GENERAL SERVICES **(General Services – Administration)**

\$46,687 - \$80,374

Performs difficult skilled and supervisory work planning, directing and participating in building and grounds, maintenance, operation and repair activities of the County. Position has 4 direct reports and team of 46 crew members that perform grounds and building maintenance services. Manages the Capital Improvement Plan, monitor contractor performance management contracts, ensure OSHA safety training, monitor Building Automation Systems, and manages underground storage tank systems. Prepares DENR and BOCC reports, ensures all codes of building, NFPA, plumbing are adhered to. Manages multi-million dollar budget, serves in the absence of the Director. Bachelor's degree preferably in Facilities Management. **Requires** any combination of education and experience equivalent to bachelor's degree in Construction Management, Engineering, Architecture, Industrial Science or a related field and five years of experience in construction, repair and maintenance work involving buildings or related structures which includes at least two years of supervisory experience.

Special Requirement: Must possess a valid NC driver's license.

Appointment Type: Regular
Date Posted: October 22, 2012
Closing Date: November 16, 2012
Position No.: 40000168

CHILD SUPPORT AGENT II
(Social Services – Child Support)

\$31,449 - \$54,143

Provides case management to ensure that parents provide financial and medical support for their children; utilize administrative and legal action and investigative techniques to establish and enforce court orders; locate non-custodial parents; obtain voluntary support obligations; monitor court orders; negotiates payment; review cases to determine if modifications and financial audits are warranted; prepare clients for court and testifies as needed. Candidate will have a high volume of contact with customers. Must be able to work effectively in a team setting and maintain a cooperative working relationship with team members, community professionals and agency leaders. Legal knowledge, collections experience, strong research, analytical, mathematical and case management skills highly preferred. Candidate must possess strong communication and organizational skills as well as the ability to effectively work with a diverse population. Knowledge of personal computers, Microsoft applications and the automated Child Support system preferred. **Requires** a four year degree and six months experience in eligibility, investigative, judiciary, or legal work that provides knowledge, skills and abilities needed to perform the work; or an associate's degree in business administration, human resources, law enforcement or a closely related degree and two years of experience in eligibility, investigative, judiciary, or legal work that provides knowledge, skills and abilities needed to perform the work; or graduation from high school and three years of experience in eligibility, investigative, judiciary, legal work that provides knowledge, skills and abilities needed to perform the work; or an equivalent combination of education and experience.

Appointment Type: Regular
Date Posted: October 22, 2012
Closing Date: November 2, 2012
Position No.: 40001667

INCOME MAINTENANCE SUPERVISOR II
(Social Services – Adult Medicaid)

\$38,319 – \$65,968

Responsible for the day-to-day supervision for the Private Living Adult Medicaid Unit in which staff performs income maintenance eligibility functions of Medicaid programs. Plans short and long range work objectives; provides employee development; assigns and balances workloads and overall workflow for the unit. Manages case escalations as necessary; prepares and presents utilization and other program reports. Considerable knowledge of Medicaid policies and eligibility requirements is essential. **Requires** three years of experience as a caseworker or investigator in an income maintenance program, preferably with one year of supervisory experience; or an equivalent combination of training and experience. Candidates with bilingual skills preferred.

Appointment Type: Regular
Date Posted: October 22, 2012
Closing Date: November 2, 2012
Position No.: 40001651

PUBLIC HEALTH EDUCATION SPECIALIST

\$38,319 - \$65,968

(Public Health – Administration)

Researches and identifies sources of reliable and accurate program data. Engages community leaders and residents to address the impact of diabetes “epidemic” on individuals, families and the community at large. Assists individuals in identifying, setting up and meeting diabetes self management goals. Utilizes the principles and practices of public health education in the provision of diabetes related service and information. Identifies gaps in health care, nutrition and exercise programs that impact diabetes management. Assists the Diabetes Information Officer in organizing and promoting community groups interested in diabetes management and control. Fosters partnerships between health related organizations, health care providers and neighborhood residents to develop health advocacy and outreach activities. Shares health information and connects neighborhood residents with health service providers/agencies. Considerable knowledge of theories, principles and practices of public health education. Ability to establish and maintain good working relationships with individuals, groups and communities. Requires strong oral and written communication skills, cross cultural expertise, and ability to work independently and in a team environment. Some early morning, evening and week end work required. Master’s degree in related field and bilingual in Spanish preferred. **Requires:** graduation from a four-year college or university with a major in health education and one year of experience in public health education or a related field; graduation from a four-year college or university and two years of experience in public health education; or an equivalent combination of education and experience.

Appointment Type: Provisional
Date Posted: October 1, 2012
Closing Date: October 26, 2012
Position No.: 40007478

PUBLIC HEALTH EDUCATION SPECIALIST

\$38,319 - \$65,968

(Public Health – Administration)

Researches and identifies sources of reliable and accurate program data. Engages community leaders and residents to address the impact of diabetes “epidemic” on individuals, families and the community at large. Assists individuals in identifying, setting up and meeting diabetes self management goals. Utilizes the principles and practices of public health education in the provision of diabetes related service and information. Identifies gaps in health care, nutrition and exercise programs that impact diabetes management. Assists the Diabetes Information Officer in organizing and promoting community groups interested in diabetes management and control. Fosters partnerships between health related organizations, health care providers and neighborhood residents to develop health advocacy and outreach activities. Shares health information and connects neighborhood residents with health service providers/agencies. Considerable knowledge of theories, principles and practices of public health education. Ability to establish and maintain good working relationships with individuals, groups and communities. Requires strong oral and written communication skills, cross cultural expertise, and ability to work independently and in a team environment. Some early morning, evening and week end work required. Master’s degree in related field and bilingual in Spanish preferred. **Requires:** graduation from a four-year college or university with a major in health education and one year of experience in public health education or a related field; graduation from a four-year college or university and two years of experience in public health education; or an equivalent combination of education and experience.

Appointment Type: Provisional
Date Posted: October 1, 2012
Closing Date: October 26, 2012
Position No.: 40007775

PUBLIC HEALTH EDUCATOR II
(Public Health – Health Education)

\$42,298 - \$72,816

Program management. Coordinates the planning, implementation and evaluation of the Partnership for a Healthy Durham coalition. Develops partnerships with key individuals and organizations to foster policy and environmental changes conducive to the health of the community at large; serves in a leadership capacity on various subcommittees of the Partnership for a Healthy Durham. Spearheads the comprehensive Community Health Assessment (CHA) and the State of the County Health (SOTCH) report. Provides supervision of volunteers and graduate level interns. Provides administrative duties of grant reporting and accreditation support. Considerable knowledge of theories, principles and practices of Public Health Education. Ability to establish and maintain good working relationships with individuals, groups and communities; ability to stimulate interest and cooperation among Partnership members in carrying out planned activities. Good interpersonal communication skills and the ability to work effectively with various population groups is essential. Master's degree preferred. **Requires** a master's degree in public health or in public health with a major in public health education; or graduation from a four-year college or university with a major in health education and two years' experience in public health education or a related field; or graduation from a four-year college or university and three years' experience in public health education; or an equivalent combination of training and experience.

Appointment Type: Regular
Date Posted: October 8, 2012
Closing Date: October 26, 2012
Position No.: 40007403

SENIOR SYSTEM ANALYST
(Public Health)

\$54,143 - \$93,210

Position requires a broad understanding of a wide variety of technologies such as software applications, databases and the management of these tools. Requires Project Management experience for managing small projects of approximately 10 stakeholders. Position requires the ability to develop training on software applications and to present the training in a classroom setting or one-on-one. The capability to analyze multiple situations related to software and related user workflows is a must. Competencies include:

- Project Management – ability to create and lead small projects of approximately 10 stakeholders from kick-off to timely completion of assigned tasks, dealing with risk and roadblocks thru to project completion;
- Technical Knowledge – must quickly grasp multiple software applications, understand the associated terminology and how the applications apply to the work unit and the area of responsibility;
- Technical Analysis and Solution Development – ability to quickly analyze issues and provide and implement solutions and follow-up with training to involved parties;
- Consultancy Skills – must have the ability to solicit relevant information from vendors and end users to both describe and analyze problems and if necessary relay this clearly to SME-level associates for resolution.

Requires any combination of education and experience equivalent to graduation from an accredited college or university with a degree in computer science or a related field and five years of experience in systems analysis and applications programming.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: October 26, 2012
Position No.: 40000996

SOCIAL WORKER II**\$36,472 - \$62,791****(Social Services – Foster Care/Child Placement-Permanency Planning Unit)**

Coordinates services to provide appropriate placement for children who enter custody through the Department of Social Services. Conducts home studies and assessments; provides training and supervision to foster parents; submits information for state licensure and annual reviews. Experience working with families and children in placement highly desired. Strong oral and written communication skills, as well as organizational skills are highly desired. **Requires** a BSW degree from an accredited school of social work; or a bachelor's degree in a human services field and one year of directly related experience; or a bachelor's degree and two years of directly related experience. **Special Requirement: Requires a valid North Carolina driver's license and vehicle.**

Appointment Type: Regular
Date Posted: October 8, 2012
Closing Date: October 26, 2012
Position No.: 40001317

STAFF DEVELOPMENT SPECIALIST I**\$38,319 - \$65,968****(Social Services–Customer Accountability & Program Development/Quality Assurance & Training)**

Develops, coordinates, and conducts agency wide training for DSS employees including DSS New Employee Orientation and Personal Safety. Develops curriculum and provides new hire training for the Work First program for both cash and employment workers. Conducts quality control reviews of Work First client records and mentors new Work First trainees for a period of time. Consults with the Work First Program Manager and supervisors regarding refresher training needs based on quality control review results. Attends and participates in all State reviews, audits of program and meetings with State Program Representatives to interpret and apply policy. Develop contract monitoring tools and monitor assigned contracts quarterly. Participates as a resource expert in contract Pre-Bidder's conferences and contract selection teams. Requires knowledge of Work First practice, laws and policies. Must have the ability to organize and coordinate training activities. Must possess the ability to work effectively with others and use sound judgment. Must have strong analytical, interpersonal and communication skills. **Requires** graduation from a four year college or university and two years of experience in a human service program, counseling, training or in an administrative support role in a staff development and training office; or graduation from high school and five years of progressively responsible experience directly related to training in the subject or specialty area; or an equivalent combination of education and experience.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: October 26, 2012
Position No.: 40001304

PARAPROFESSIONAL POSITIONS**INCOME MAINTENANCE CASEWORKER II****\$29,933 - \$51,534****(Social Services – Family & Children Medicaid)**

Interviews and determines eligibility for Family & Children Medicaid Programs. Performs in-depth assessments as well as gathers and documents information. Assesses accuracy of information received to determine eligibility. Informs clients of all available programs and makes referrals to appropriate programs or agencies. Keeps abreast of policies and procedures governing all programs. Ability to work under pressure and handle multiple tasks is essential. Strong oral and written communication skills, as well as organizational skills are highly desired. **Requires** one year of experience as an Income Maintenance Caseworker; or a degree from an accredited college or university; or an associate's degree in accounting, business administration, human services, secretarial science or closely related field and two years paraprofessional, clerical or other public contact experience which includes negotiating, interviewing, obtaining, analyzing and/or evaluating data; or a high school diploma and five years paraprofessional, clerical or other public contact experience which includes negotiating, interviewing, obtaining, analyzing and/or evaluating data. Candidates with bilingual skills preferred.

Appointment Type: Regular
Date Posted: October 15, 2012
Closing Date: October 26, 2012
Position No.: 40001554

INCOME MAINTENANCE CASEWORKER II
(Social Services – Food and Nutrition Services)

\$29,933 - \$51,534

Initiates, processes, and maintains an ongoing caseload for Food and Nutrition Services; determines eligibility and recertification using policy manual and procedures. Ability to work under pressure and handle multiple tasks is essential. Strong computer skills, oral and written communication skills, and organizational skills are highly desired. **Requires** one year of experience as an Income Maintenance Caseworker; or a degree from an accredited college or university; or an associate's degree in accounting, business administration, human services, secretarial science or closely related field and two years paraprofessional, clerical or other public contact experience which includes negotiating, interviewing, obtaining, analyzing and/or evaluating data; or a high school diploma and five years paraprofessional, clerical or other public contact experience which includes negotiating, interviewing, obtaining, analyzing and/or evaluating data. Candidates with bilingual skills preferred.

Appointment Type: Regular
Date Posted: October 15, 2012
Closing Date: October 26, 2012
Position No.: 40001596

OFFICE AND CLERICAL POSITIONS

ELECTION POLL WORKER
(Board of Elections)

Pay Rates Listed Below

The ideal candidate must possess the desire to work for democracy and support the Board of Elections (BOE) professionally administering honest and fair elections. Durham County precinct officials can be recommended by the political parties and are appointed by the Durham County Board of Elections for a two year term beginning in August of odd-numbered years. The Election Workers will serve in one of the following roles: Chief Judge, Judges and Assistants.

- The Chief Judge has primary responsibility for conduct of elections in his or her precinct. In this capacity, the Chief Judge contacts responsible parties at the polling site to make arrangements for each election and contacts the Judges and other precinct assistants to confirm their availability.
- Judges work closely with the Chief Judge. In the absence of the Chief Judge, a Judge may be appointed to serve as Chief Judge during a given election.
- Assistants, under guidance provided by the Board of Elections, serve at the discretion and direction of the Chief Judge. The Chief Judge assigns all duties and provides training at the pre-election planning meeting immediately prior to each election.

Pay Rates	Chief Judge	Party Judge	Assistant
Instructional Training (per event)	\$25	\$25	\$25
Pre-Election Set-Up Mtg (per event)	\$15	\$15	\$15
Election Day (per event)	\$205	\$180	\$160
Equipment Training (new Judges) (per event)	\$25	\$25	
Supply Pickup (per event)	\$20		
Audit (per event)	\$20		

Special Requirement: Please complete the Board of Elections Application which is located on the Durham County Government Employment Opportunities website. Must be a registered voter in Durham County. Must be able to read and write. Must attend mandatory training. Must not be an elected government official or a manager or treasurer for any candidate or political party. Must not be a candidate or an immediate family member of candidate in the election. Must be at least 18 years of age. For more details on this position or questions concerning the status of your application, contact the BOE directly at 919-560-0700.

Hours: Varies
 Appointment Type: Seasonal/ Relief, Part-time (15%)
 Date Posted: October 1, 2012
 Closing Date: November 2, 2012
 Position No.: 40000116

PATIENT RELATIONS REPRESENTATIVE IV
(Public Health - Administration)

\$25,811 - \$44,439

Receiving and processing patient's payments, billing Medicaid and private pay patients. Post payments and reconcile accounts receivable. Research and re-submit bills that are denied or return for accuracy. Provide prompt and accurate retrieval of data that supports Departmental supervisors in completing budgetary statistical reports. Provide exceptional customer service at all times. This position operates with minimal supervision. Requires a general knowledge of the application of established accounting principles. **Requires** graduation from high school and demonstrated possession of knowledges, skills and abilities gained through at least two years of office assistant/secretarial experience; or an equivalent combination of training and experience.

Appointment Type: Regular
 Date Posted: October 15, 2012
 Closing Date: October 26, 2012
 Position No.: 40000956

STAFF ASSISTANT I (Election Support Team)

\$11.91/HR. - \$18.70/HR.

(Board of Elections)

The ideal candidate must possess the desire to work for democracy and support the Board of Elections (BOE) professionally administering honest and fair elections. This is a non-political, non-partisan position. Strong communication skills, ability to follow directions, integrity, and people skills are necessary. Success in this position offers much satisfaction and community engagement. Basic election duties include but are not limited to: data entry, processing documents for mailing, answering telephones and providing customer service to the public. Must have effective oral and written communication skills; be detail-oriented and customer service-oriented. Knowledge of Microsoft Office and the ability to operate standard office equipment highly desired. **Requires** any combination of education and experience equivalent to high school graduation and six months successful work experience.

Special Requirement: Must be able to lift 40 lbs. Must possess a valid NC driver's license and registered vehicle. This is a seasonal, temporary position based on demand during election cycles. The recruitment for this position is based strictly on need; therefore, no appointment may be made for several months. Only submit your application with the understanding that this is a seasonal, part-time position. Any candidate who is considered for an interview will be contacted by BOE staff directly. For questions concerning the status of your application, contact the BOE directly at 919-560-0700.

Hours: Varies
Appointment Type: Seasonal/ Relief, Part-time (15%)
Date Posted: October 1, 2012
Closing Date: November 2, 2012
Position No.: 40007125

SKILLED CRAFT POSITIONS

EQUIPMENT TECHNICIAN - HVAC

\$31,449 - \$54,143

(General Services)

Ability to diagnose and repair chillers, boilers, air handlers, chemical treatment systems, split DX systems and refrigeration systems. General knowledge of direct digital control systems and the computer support systems. Familiarity with terminology and safety precautions of building maintenance trades. Skill in the operation of various tools and equipment used in the HVAC trade. **Requires** any combination of education and experience equivalent to graduation from high school and three years of HVAC experience which includes six months in a lead worker capacity.

SPECIAL REQUIREMENTS: Requires a valid Environmental Protection Agency Universal Certification issued or approved by the North Carolina State Board of Refrigeration Examiners and a valid class-appropriate driver's license issued by the State of North Carolina.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: November 2, 2012
Position No.: 40000161

EQUIPMENT TECHNICIAN (ELECTRICIAN)

\$31,449 - \$54,143

(General Services - Buildings)

Extensive knowledge of single and three phase electrical systems and skills for diagnosing, maintaining and efficient operation of electrical systems. Knowledge of electric motor drives, lighting systems and commercial electrical panel and distribution systems. The ability to operate with a work order system, inspect completed projects and assure code compliance. Provide installation, repair and modification of electrical systems and ancillary equipment for the County Courthouse Complex, Jail and Judicial Parking Deck and other facilities as directed. Capable of working phase 3 phase service, install Cat 5, read and interpret electrical drawings and diagrams. General knowledge of the methods, materials, equipment, tools terminology and safety precautions of building maintenance trades; skill in the operation of various tools and equipment used in the trade; ability to work from sketches, drawings, plans or specifications; ability to follow oral and written instructions, and maintain records; ability to estimate needed materials and time required for various jobs; may include additional building maintenance trades duties; ability to plan and supervise the work of co-workers; ability to troubleshoot electrical equipment problems, and make repairs; substantial training in electrical maintenance/repair and electrical troubleshooting preferred. May require "On-Call", after-hours duties, usually 1-week each month. This position is considered an essential position and will include support duties during inclement weather situations. Ability to lift up to 50 pounds. **Requires** any combination of education and experience equivalent to graduation from high school and four years of electrical work experience which includes six months in a lead worker capacity.

SPECIAL REQUIREMENTS:

Requires a valid Electrical License (Limited class or higher) issued by the State of North Carolina Board of Electrical Contractors and a valid, class-appropriate driver's license issued by the State of North Carolina.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: November 2, 2012
Position No.: 40007505 (2 positions)

SENIOR EQUIPMENT TECHNICIAN

\$33,043 - \$56,885

(General Services - HVAC)

Provides maintenance, modification, installation and repair of County's heating and air-conditioning systems. Performs inspections and repair of additional computerized building automation systems and mechanical control devices. Extensive training in HVAC maintenance / repair and electrical troubleshooting preferred. **Requires** any combination of education and experience equivalent to graduation from high school supplemented by technical training in HVAC and four years of experience in servicing, maintaining and repairing mechanical and electrical equipment which includes one year in a supervisory capacity.

SPECIAL REQUIREMENTS Requires a valid Environmental Protection Agency Universal Certification issued or approved by the North Carolina State Board of Refrigeration Examiners and a valid class-appropriate driver's license issued by the State of North Carolina. Must obtain a valid Fire Sprinkler Maintenance Technician License (FS-M-1 Class) issued by the North Carolina State Board of Examiners of Plumbing, Heating and Fire Sprinkler Contractors within one year of employment.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: November 2, 2012
Position No.: 40006225

SERVICE MAINTENANCE POSITIONS

MAINTENANCE TECHNICIAN II

\$29,993 - \$51,534

(General Services – Building Maintenance)

Skills based in the commercial plumbing trade. Knowledge of commercial plumbing building codes is essential. General knowledge of common building and construction practices, tools, terminology and safe working practices for building maintenance is essential. Will work under leadership of the Building Supervisor to perform various tasks around the building from picture hanging to major equipment repairs. Will serve as the second team member to offer support and assistance performing preventive maintenance to assorted equipment through-out the county and prepares detailed reports of findings and solution to the Building Supervisor. Ability to follow oral and written instructions, be able to read floor plans and coordinate work with outside and internal contractors. The ability to estimate needed materials and the time required for various jobs. Plumbing work includes both interior and exterior plumbing issues such as but not limited to drains, valves, hot water heaters, sinks, toilets, urinals, showers, drinking fountains, pumps, sewage pipes, etc. Responsible for safe sanitary and fully function facilities for the staff, customers and occupants of the buildings. Assist with snow removal and function as an essential employee to the County. Experience working outdoors in inclement weather conditions. The ability to assist other skilled trades when needed. Necessary to work overtime and on-call. Work also includes unrelated building maintenance tasks and duties assigned by the supervisor or the Director of General Services. Ability to pick up, hold and carry up to 50 (fifty) pounds. Completion of trade school, associate's degree and 3 years of work experience in the commercial sector or high school graduation with 5 years of commercial construction, or maintenance services preferred. **Requires** any combination of education and experience equivalent to completion of high school and two years of plumbing experience.

SPECIAL REQUIREMENTS: requires a valid Plumbing License (P-1 class or higher) issued by the North Carolina State Board of Examiners of Plumbing, Heating and Fire Sprinkler Contractors and a valid driver's license issued by the State of North Carolina. Must obtain a valid Fire Sprinkler Maintenance Technician License (FS-M-1 Class) issued by the North Carolina State Board of Examiners of Plumbing, Heating and Fire Sprinkler Contractors within one year of employment.

Appointment Type: Regular
Date Posted: October 1, 2012
Closing Date: November 2, 2012
Position No.: 40007583 (2 positions)

MAINTENANCE TECHNICIAN II

\$29,933 - \$51,534

(General Services – Building Maintenance)

General knowledge of the methods, materials, equipment, tools terminology and safety precautions of building maintenance trades, skill in the operation of various hand and power tools and equipment used in the trade. Performs preventative maintenance on assorted equipment throughout the County and reports to supervisor any unforeseen problems. Position to support the Judicial Complex (Jail, Parking Deck and Courthouse) and Human Services Building. Will work under the leadership of the Building Supervisor to perform various tasks around the building from picture hanging to major equipment repairs. Serve as the second team member to offer support and assistance performing preventive maintenance to assorted equipment through-out the county and prepares detailed reports of finding and solution to the Building Supervisor. Must be able to follow oral and written instructions, be able to read floor plans and coordinate work with outside and internal contractors. Ability to estimate materials and time required for various jobs that could include carpentry, mechanical and plumbing repairs. Overtime work and on-call status may be necessary. Work also includes unrelated tasks and duties. Position requires assisting in snow and ice removal and other weather related work. Experience working outdoors in inclement weather conditions. Ability to pick-up, hold and carry 75 to 100lbs of weight. Completion of trade school, associate's degree and 3 years of work experience in the commercial sector or high school graduation with 5 years of commercial construction, or maintenance services preferred. Position available October 1, 2012. **Requires** a combination of a high school graduation and two years experience in the repair, construction or maintenance of equipment and/or facilities.

Special Requirements: Requires a valid North Carolina driver's license.

Appointment type: Regular
Date posted: October 15, 2012
Closing date: November 2, 2012
Position no: 40007585 (2 positions)

Applications for the **Sheriff's Office** are located at the Judicial Building, 201 East Main Street, Durham, NC 27701. If you would like an application mailed to you, please contact the Sheriff's Department at (919) 560-0930.