



MAINTENANCE TECH – LEVEL I

DEPARTMENT: Public Services

REPORTS TO: Director of Public Services

POSITION TYPE: Full-time

SALARY RANGE: \$39,734– 59,603

FLSA STATUS: Non-Exempt

The following is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

GENERAL DESCRIPTION: As a vital part of our team, you'll wield a variety of hand tools—like string trimmers, push mowers, and shovels—to tackle manual tasks and ensure safety protocols are always followed. Your work will span the maintenance of pipelines, streets, landscaping, buildings, and grounds. Whether mowing right-of-ways, caring for the cemetery, removing leaves, or assisting with stormwater system inspections, your efforts will be seen and appreciated by all.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Landscape Master: Mow all Town and State-maintained right-of-ways, keeping our public spaces pristine and welcoming.

Caretaker of Resting Places: Maintain the serene beauty of the Waxhaw Southside Cemetery.

Fall Cleanup Pro: Manage leaf removal, ensuring our town remains clean and safe.

Street Sweeper: Clear limbs and grass clippings from Town streets on designated days.

Street and Sidewalk Maintenance: Assist with grinding sidewalks and crack sealing the roads

Event Supporter: Assist in setting up and breaking down Town events, adding to the community spirit.

Stormwater Specialist: Inspect and repair stormwater systems, playing a crucial role in environmental management.

Versatile Helper: Take on various tasks as needed, showcasing your adaptability and dedication.

KNOWLEDGE, SKILLS, AND ABILITIES:

Expert Knowledge: Familiarity with the building properties, streets, grounds, and equipment of the Town of Waxhaw.

Equipment Savvy: Proficient in operating a wide range of tools and machinery, from lawn mowers and tractors to chain saws and dump trucks.

Team Player: Ability to build and maintain effective working relationships with colleagues and the public.

PHYSICAL REQUIREMENTS:

Must be able to physically perform basic life operational support functions of standing, walking, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, pushing, pulling, lifting, full use of fingers, grasping, feeling, talking, hearing and repetitive motions. Predominantly light work exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects; however, employee must be able to perform very heavy work exerting up to and in excess of 100 pounds of force occasionally. Must possess visual acuity to perform visual inspection of small defects or parts, and to perform mechanical or skilled trade tasks of a non-repetitive nature typical of a mechanic. May be subject to both inside and outside environmental conditions, work with noise, vibration, hazards, including, but not limited to, proximity to moving mechanical parts, electrical current, working on scaffolding and high places, exposure to high heat, or exposure to chemicals, may be subject to atmospheric conditions that affect the respiratory system of the skin such as fumes, odors, dusts, mists, gases, or poor ventilation, and subject to oils. This position has been deemed Safety Sensitive.

EDUCATION AND EXPERIENCE: Requires high school diploma or GED equivalent and the ability to obtain certifications

or licenses as requested for position. Some experience preferred.

SPECIAL REQUIREMENTS: Must possess a current valid driver's license from the state of North Carolina or South Carolina. Final applicant subject to pre-employment drug screening and background check.

Benefits:

- Boost your savings with a generous 5% 401k contribution
- Empower your growth with enrollment in the North Carolina Local Government Retirement System
- Embrace peace of mind with comprehensive coverage, including paid medical, dental and vision plans, alongside disability and life insurance policies
- Recharge and explore with ample PTO, ensuring a healthy work-life balance
- Cherish memories that matter with paid parental leave
- Fuel your ambition with tuition assistance
- And more

SUBMIT RESUME AND COMPLETED APPLICATION TO:

ONLINE APPLICATION (preferred): [Online Application](#)

EMAIL: hr@waxhaw.com

MAILING ADDRESS:

Town of Waxhaw
Attn: Human Resources
PO Box 6
Waxhaw, NC 28173

Hand Delivery: 4218 Waxhaw-Marvin Rd., Waxhaw, NC 28173

Phone: 704-843-2195 ext. 269 or 297