



# Maintenance Assistant – Expo

Closes On: September 30, 2022 at 09:09 AM CST

**Job Status:** Full-Time

**Days Worked:** Sun., Mon., Tue., Wed., Thu., Fri., Sat.

**Details:** Open Until Filled

## Salary Information

Maintenance Assistant I – Does not require a Driver's License GRADE: 7N \$13.35/hr Step 1 to \$19.89/hr Step 20

Maintenance Assistant II – Requires Class C Driver's License GRADE: 8N \$14.06/hr Step 1 to \$20.97/hr Step 20

Maintenance Assistant III – Requires Class A or B CDL Driver's License: 9N \$14.75/hr Step 1 to \$22.051/hr Step 20

Maintenance Assistant IV – Requires Class A or B CDL Driver's License with tanker endorsement and requires Category & 9A licensed by the Kansas State Department of Agriculture. GRADE: 10N \$15.45/hr Step 1 to \$23.28/hr Step 20

## Job Duties

Assist with setting up and tearing down for events in Expo Center facilities. Preparation for events may include unlocking and securing buildings, preparing stage and putting up drop cords. Be familiar with facilities and available to open and close events and be scheduled to work as needed. Must be able to work independently. Scooping and cleaning livestock stalls. Assist in general labor and ground maintenance including grass mowing, cleaning, trash disposal and painting. Perform building maintenance, preparing water to be turned on in the spring and shut off in the fall and general maintenance assigned at Expo Center and other County facilities. Perform general plumbing and electrical repairs. Perform maintenance on tractors, pickups, utility vehicles and trailers. Operate welders, grinders and miscellaneous shop equipment. Check fluid levels, hydraulics, gauges on equipment, vehicles and machinery. Report to Supervisor if service is needed. May assist with inspections for noxious weeds or assist with surveying areas in the County. May process accounts payable and payroll accounts as needed. May sell chemicals to the public excluding restricted pesticides. Perform duties in a safe manner and follow County safety policies and rules. Wear protective equipment as specified in safety rules. Must wear steel-toed boots. Operate equipment and vehicles with appropriate license in a safe manner, especially working in close proximity with public, livestock and co-workers.

Additional responsibilities based upon licensing:

Maintenance Assistant I – May operate Mule ATV, riding mowers & tractors, no vehicle or heavy equipment operation.

Maintenance Assistant II – May operate Mule ATV, riding mowers, tractors & vehicles, no heavy equipment operation.

Maintenance Assistant III – May operate Mule ATV, riding mowers, tractors, vehicles and heavy equipment.

Maintenance Assistant IV – May operate Mule ATV, riding mowers, tractors, vehicles or heavy equipment. Make inspections for noxious weeds or assist with surveying areas in the County. Perform maintenance and operation of spray equipment including plumbing and pumps.

## Minimum Qualifications

1. Must have a High School diploma or the equivalent.
2. Must have general knowledge of small engine, vehicle and tractor maintenance.



3. Must be able to work without close supervision.
4. Must be able to work weekends, nights and holidays as needed.
5. Requires outdoor work year round.
6. Must be able to deal with the public in a congenial manner on a daily basis.

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### **Physical Requirements**

Determined Work Level: Level 4 – Heavy Work \*\*will accept applicants at 3.50 exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly. Possess eye/hand/foot coordination sufficient to drive vehicle. Must have fine and gross manual dexterity to operate hand tools and equipment necessary to perform general labor duties.

### **Veteran's Preference**

Former military personnel or their spouse that have been verified as a veteran under K.S.A. 73-201 will receive an interview if they meet the minimum qualifications of the position and successfully pass any required pre-employment testing or any requirements such as licensing. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the hiring officials. To be successful, the expectation is that a candidate will be able to competently perform the routine tasks of the position with limited supervision by the end of the probationary period of covered positions.

[Veteran's Preference Notice](#)

[Veteran's Preference Eligibility Request Form](#)