



# CULLMAN COUNTY COMMISSION VACANCY ANNOUNCEMENT

VACANCY	POSTING DATE	CLOSING DATE
NON-EXEMPT POSITION	1/24/2023	POSTED UNTIL POSITION IS FILLED (POSTED FOR A MINIMUM OF 7 DAYS)
JOB TITLE	PARK OPERATIONS COORDINATOR	
DEPARTMENT	AGRICULTURE CENTER	
STATUS	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary/Seasonal	
PAY GRADE	Grade C8, Step 0 (\$19.47/hr)	
POSITION DESCRIPTION	Employee is responsible for maintaining Park facility. Duties include building and grounds maintenance, equipment operation and maintenance on equipment. Assists with completing various building and park maintenance. Employee is responsible for various administrative duties necessary for the efficient management of facility operations, program events and other aspects in the operation of the Park facility. Must provide excellent customer service and perform duties in a manner pursuant to the facility. Must possess ability to work independently as well as function effectively as a team environment. Duties may be mentally and physically challenging. Other duties as assigned.	
REQUIREMENTS FOR POSITION	<ul style="list-style-type: none"><li>• The chosen candidate must have knowledge of and experience with maintenance and upkeep of the ground's maintenance equipment, and general building maintenance and repair.</li><li>• Must be able to operate and maintain small power tools, lawn service equipment, etc.</li><li>• Must possess some knowledge of painting, electrical work, and plumbing work.</li><li>• Ability to develop and maintain effective working relationships with other employees, supervisors, park visitors, and the general public.</li><li>• Must be able to work extended hours, weekends, and Holidays when required.</li><li>• Must possess and maintain a valid driver's license and have a driving record that meets the County's insurance requirements.</li></ul> <p>This is a "safety-sensitive" position. Successful candidate must pass a pre-employment drug test and will be subject to random unannounced drug testing throughout employment with the County in a "safety-sensitive" position.</p>	
EDUCATION	Must possess a high school diploma or equivalent.	
HOW TO APPLY	Employment applications are available on our website at <a href="http://www.co.cullman.al.us">www.co.cullman.al.us</a> , or from the Personnel Department at the County Courthouse, 500 2 <sup>nd</sup> Ave SW-Room 109, Cullman, AL 35055.  Completed employment application, with current resume (if applicable) must be returned to the Cullman County Commission Personnel Department. May be delivered in person or:  Mailed to: 500 2 <sup>nd</sup> Ave SW, Cullman, AL 35055 Emailed to: <a href="mailto:personnel@co.cullman.al.us">personnel@co.cullman.al.us</a> Faxed to: (256) 775-4670 The Personnel Department may be contacted at (256) 775-4891	

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