



# CULLMAN COUNTY COMMISSION

## VACANCY ANNOUNCEMENT

VACANCY	POSTING DATE	CLOSING DATE
<b>NON-EXEMPT POSITION</b>	2/24/2023	<b>POSTED UNTIL POSITION IS FILLED (POSTED FOR A MINIMUM OF 7 DAYS)</b>
<b>JOB TITLE</b>	<b>SHOP FOREMAN</b>	
<b>DEPARTMENT</b>	<b>COUNTY GARAGE</b>	
<b>STATUS</b>	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary/Seasonal (Monday-Thursday 6:00am-4:30pm. Occasional Overtime may be required.)	
<b>PAY GRADE</b>	<b>Grade 9, Step TBD (based on skills/experience)</b>	
<b>POSITION DESCRIPTION</b>	The employee is responsible for coordinating work of the County Garage and effectively maintaining Road Department vehicles and heavy equipment as well as other department vehicles. Repairs engines, brake systems, clutches, rear ends, transmissions, electrical systems, heating and cooling systems. Changes and repairs tires and performs scheduled maintenance on vehicles. Welds and fabricates parts and bodies as needed. Other duties as required.	
<b>REQUIREMENTS FOR POSITION</b>	<ul style="list-style-type: none"> <li>• Must have knowledge of maintenance management including preventive and breakdown maintenance.</li> <li>• Must have knowledge of methods, materials, tools and standard practices of automotive and heavy equipment repair.</li> <li>• Ability to communicate effectively with Garage personnel, as well as employees of other departments.</li> <li>• Must have reading skills to understand technical literature, operator manuals and equipment blueprints.</li> <li>• Should possess a valid Alabama Class “A” CDL (or the ability to obtain one within one year of employment) if required and have a driving record that meets the standards set by the county’s insurance carrier.</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>	
<b>EDUCATION</b>	Must possess a high school diploma or equivalent and 7 to 10 years experience in automotive and heavy equipment mechanic work, however, any combination of education and experience, which provides the necessary qualifications, will be considered.	
<b>HOW TO APPLY</b>	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	

*Cullman County Commission is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, disability, or any other protected status.*