



Human Resources Department
Forms And Documents

HRP-03 Effective Date: 4/2/01

POSITION ANNOUNCEMENT

The following position is now open. Current employees interested in this position must submit an application within ONE WEEK of the announcement date. Applications for Employment are available at the Fairhope City Public Works Bldg, 555 So Section St., Fairhope, Ala., Monday through Friday, from 8:00 AM to 3:00 PM, or online at www.cofairhope.com. Completed applications and resumes can be mailed to City of Fairhope, ATTN: HUMAN RESOURCES, P.O. Drawer 429, Fairhope, AL 36533, or faxed to: **(251) 990-0156**.

Position Information

Job Title: **Custodian** Department: **35**

Job Status: Regular Full-Time Temporary Full-Time *If temporary, give required dates of service:*
 Regular Part-Time Temporary Part-Time *From: _____ To: _____*

Standard Scheduled Hours: **4:00 PM- 8:00 PM** Days to be Worked: **Monday – Friday, (weekends as necessary)**

Starting Pay Rate: \$10.00 /hour Pay Grade 11

Posted July 14, 2017 until Filled

Position Description : General nature/purpose of work: This is responsible work assisting in the installation of gas services and mains to new and existing customers by assisting The City of Fairhope gas department.

Primary Responsibilities include:

Installs PE and steel services to new and existing customers.	Repair cut mains and services
Exercises judgment and technical ability in handling all aspects of work orders.	Detect and repair leaks in the system.
Completes paperwork as required by specifications set out the by department.	Maintains the city's service standards and department specifications.

Machines and equipment to be used:

Fusion Machine, Combo Tractor, Tapping Equipment, Backhoe, Hammer Mole

Minimum Qualifications: Graduation from a standard senior high school, or the completion of the General Educational Development (GED) test. Experience with tools and machinery used in the gas industry preferred.

Special Requirement: Must possess a valid Alabama driver's license

Knowledge, Skills and Abilities:

- Ability to provide to provide a safe environment to customers and employees
- Ability to locate gas lines with hand tools
- Ability to work with the public
- Ability to work after normal working hours and on weekends when necessary
- Ability to reason and evaluate complex issues in the field
- Ability to work as part of a team and independently
- Ability to obtain a CDL license within 6 months of hire

Physical Requirements:

- Ability to lift over 50 pounds waist level
- Ability to work in extreme heat and cold

The City of Fairhope is an Equal Opportunity Employer, maintaining a Drug-Free Workplace. Pre-employment drug testing is performed. The City reserves the right to re-advertise positions or to not fill positions after advertising.

161 N. SECTION ST. P.O. DRAWER 429
FAIRHOPE, ALABAMA, 36533