



NOTICE OF EMPLOYMENT OPPORTUNITY

TOWN HALL
HUMAN RESOURCES DEPARTMENT
114 N. RAIFORD STREET
SELMA, NC 27576

SUSAN SULT
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POSITION TITLE: SENIOR MAINTENANCE WORKER

SALARY GRADE: 10 **STARTING SALARY** \$30,895

KEY DUTIES: Performs skilled and unskilled maintenance tasks in the Town's Public Works Department.

KNOWLEDGE AND SKILL REQUIREMENTS: An employee in this position both drives and rides in a dump truck and performs manual work in the collection of solid waste, operates a leaf vacuum, knuckle boom, street sweeper, and cleans storm water catch basins. Additionally, the employee operates mowers, and other small engine equipment to mow Town rights-of-way and other property. Assignments are made daily and performed under general supervision of the Public Works Supervisor and the Public Services Director.

SPECIAL REQUIREMENTS:

- Graduation from high school.
- Possession of a valid North Carolina Class B CDL.

POSTING DATE: June 1, 2018 **CLOSING DEADLINE:** 1st Review of Applications – 06/21/2018 - OUF

Attention Applicants: Application forms are available online at <http://www.selma-nc.com/Data/Sites/1/media/pdf-forms/human-resources/employment-application-for-tos---posted-january-2018.pdf> and at Town Hall. It is preferred that completed and signed Town of Selma Applications be submitted electronically to SSult@selma-nc.com. Other forms of submission are via hand delivery or U.S. Mail (address below). Applicants may submit a resume; however, resumes are not accepted in lieu of a completed and employment application. All applicants will be contacted regarding the status of submitted applications.

Criminal Background Check, Pre-Employment Physical and Drug Screen are required

The Town of Selma is an EEO/M-F/AA/ADA/Drug-Free Employer.

As required by law, the Town of Selma participates with E-Verify to determine legal employment eligibility status.
