



TENNESSEE COLLEGE OF APPLIED TECHNOLOGY

HOHENWALD

POSITION ANNOUNCEMENT

Maintenance Personnel

TCAT Hohenwald is currently seeking to fill the position of Maintenance Personnel. This is a full-time position with full benefits, including health insurance, retirement, 401K, holidays, annual and sick leave, tuition assistance and state employee discounts. Salary is commensurate with education and experience in accordance with the guidelines established by the Tennessee Board of Regents.

MINIMUM QUALIFICATIONS:

- Must have a high school diploma or GED with three (3) to five (5) years current maintenance experience; technical certificate or diploma is a plus with appropriate training or education.
- Must have training or experience in general maintenance including electrical, plumbing, painting, and carpentry.
- Knowledge of automated climate/environmental systems and boiler/chiller operation helpful.
- Knowledge of cleaning methods and procedures to maintain a neat, professional facility appearance, both inside facility and outside on campus grounds.
- Knowledge of the materials and equipment used in maintenance/custodial field including the ability to drive a tractor and operate machinery.
- Must know how to use chemicals safely and be able to maintain a safe working environment.
- Must be able to climb ladders, stairs, bend, stoop, twist, and knee lift up to 50 pounds.
- Ability to do repetitive movements and tasks.
- Must be professional in appearance and methods.
- Ability to follow written and/or oral instructions.
- Must possess the organizational and communications skills necessary to be effective.
- Ability to establish and maintain a positive working relationship with other employees.

EXAMPLES OF WORK PERFORMED:

- General maintenance of buildings and campus grounds, including mowing, pruning shrubbery, and picking up debris.
- Assist in cleaning the program areas, restrooms, offices, and common areas at the main campus.
- Empty trash cans and clean containers; buff floors.
- General repairs and maintenance such as painting, plumbing and electrical work.
- Assist in snow/ice removal from walkways and parking area when necessary.
- Perform other work as assigned.

APPLICATIONS PROCEDURE: Employment applications are available at the main campus and on our website at www.tcathohenwald.edu. Interested individuals should submit a cover letter, resume, certificate/diploma, and TCAT-Hohenwald application to: Tennessee College of Applied Technology-Hohenwald, Attn: Human Resources, 813 West Main Street, Hohenwald, TN 38462, Heather.davidson@tcathohenwald.edu

Applications will be accepted until filled. Review of completed submittals will begin immediately and continue until the position is filled.

**TCAT-H is an EOE/AA/ADA Employer
A Tennessee Board of Regents Institution
Accredited with the Council on Occupational Education**

NOTICE OF NON-DISCRIMINATION: Tennessee College of Applied Technology-Hohenwald does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age status as a protected veteran, or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Randy Young, Vice President, TCAT-Hohenwald, 813 West Main, Hohenwald, TN 38462, phone 931-796-5351, email randy.young@tcathohenwald.edu or via this webpage: www.tcathohenwald.edu.

NOTICE OF BACKGROUND CHECK: Tennessee College of Applied Technology – Hohenwald will require a nationwide background check, education verification, and licensure verification.