



PARISH OF CADDO
 Department of Human Resources
 505 Travis Street, Suite 840
 Shreveport, LA 71101
 (318) 226-6906
 (318) 429-7627 job line
www.caddo.org

Date Posted:
 Starting Rate:
 Closing Date:

Equal Opportunity Employer

PERSONNEL CLASS SPECIFICATION

*REVISED:
 03/01/2004;01/01/06;01/01/07*

JOB TITLE: Technician

DEPARTMENT: Parks & Recreation

FLSA Status: Non-Exempt

HOURS: 8:00 a.m. – 5:00 p.m.

SALARY RANGE: \$12.22 - \$18.39 / hour

LEVEL: 14

Responsible for the general repair and maintenance and light construction of Parish property.

DUTIES AND RESPONSIBILITIES

Main duties and responsibilities include the following: (Other duties may be assigned.)

- Performs and or leads crews engaged in the general repair, maintenance and light construction of parish property, such as woodworking, plumbing, welding, painting, masonry, carpentry, etc.
- Proficiently uses carpentry, electrical and other hand tools and equipment to construct, repair, replace and perform preventive and corrective maintenance.
- Acts as crew leader of the Shreve Corps team. Coordinates special projects with outside agencies and the public.
- Prepares estimates of time and materials. Reads and interprets construction plans. Keeps various records, such as maintenance records and MSDS files.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and or ability required.

- High School Diploma or GED equivalent is required.
- Considerable experience in semi-skilled maintenance work or construction work, or one (1) year of experience as a maintenance worker.
- Good knowledge of the principles and techniques of building maintenance and construction preferred.
- Must have valid Driver's License. Class A Commercial Driver's License preferred.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee must be able to work outside in all kinds of weather. The employee must perform moderate manual labor and have the ability to lift objects weighing up to fifty (50) pounds.