



## PULASKI COUNTY

invites applications from current County Employees and the  
General Public for the position of:

# JAIL MAINTENANCE MECHANIC

**Department:** Sheritt/Detention  
**Starting Salary Range:** \$26,193 – 30,329  
**Position Number:** 020  
**FLSA Status:** Non-Exempt position, eligible for overtime  
**Safety Sensitive Designation:** This position is not designated as safety sensitive and is not subject to random drug and alcohol screening.  
**Opening Date:** 3/26/21      **Closing Date:** 4/08/21 at 5:00 PM

### JOB SUMMARY:

Responsible for the general maintenance and repair of the building structure of the Pulaski County Detention facility.

### ESSENTIAL JOB FUNCTIONS:

- Inspects building daily to determine needed repairs of the building structure.
- Makes repairs from work orders generated by supervisor, inmate, Sheriff's Department staff, and other maintenance personnel.
- Repairs and/or replaces lights, light fixtures, parking lot lights, locks, door knobs, etc.
- Assists in the electrical wiring of outlets, moving electrical outlets, and re-wiring lighting systems.
- Assists in the inspection of the air conditioning and heating unit; replaces parts or services as directed.
- Assists in the repair and rebuilding of the key locks.
- Welds brackets for inmates' beds, television sets, and other objects ensuring objects/furniture in inmates' cells and pods are immobile.
- Drills through concrete floors to repair sewer, gas, and water lines; refills holes with concrete and re-tiles floors.
- Assists in the repair and installation of plumbing fixtures as directed.
- Repairs structural damage due to shifting jail facility by repairing walls with sheetrock, etc.
- Constructs new wall additions, re-vent ducts for ventilation in new offices, etc.
- Maintains equipment in kitchen areas; replaces and cleans burners.
- Responds to maintenance calls 24 hours a day.

### SECONDARY DUTIES AND RESPONSIBILITIES:

- Performs other related duties as required.

**PERSONNEL SUPERVISED:** None

### PHYSICAL REQUIREMENTS:

None

### WORKING CONDITIONS:

None

**MINIMUM QUALIFICATIONS:**

Completion of high school or GED equivalency; completion of vocational training in building construction, building maintenance, or a related area; considerable experience in the building maintenance area; or any equivalent combination of experience and training which provides the required skills, knowledge, and abilities.

**ADDITIONAL REQUIREMENTS:**

Employment is contingent upon satisfactory completion of a criminal background check.

Must possess a valid Arkansas Driver's license.

**PREFERENCES:**

None

**APPLICATION REQUIREMENTS:**

Applications must be filed online at [www.pulaskicounty.net](http://www.pulaskicounty.net).

**ACCESSIBILITY NOTICE:** If you need a reasonable accommodation for any part of the employment process due to a physical or mental disability, please send an email to [humanresources@pulaskicounty.net](mailto:humanresources@pulaskicounty.net) or call (501) 340-6110.

***Please Note:*** Applications will not be accepted after the close date. A selection will not be made until the close date and the selecting official has received all applications.

**March 26, 2021**

**086-21**