JOB ANNOUNCEMENT
PUBLIC WORKS FACILITIES MAINTENANCE

The Municipality of Skagway is accepting applications for the position of Public Works Facilities Maintenance position. This is a seasonal position working 40 hours per week with some overtime possible. The term of employment may begin as early as March 21, 2022 and will not extend beyond November 15, 2022.

WAGE RANGE: Grade 15, Entry-level wage $27.04 per hour. This position is not eligible for benefits

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:
- General Carpentry Skills
- Ability to operate hand and power tools
- Performing maintenance for all municipal buildings and their various systems, including interior & exterior coatings and roof maintenance
- Experience with the maintenance and minor repair of oil-fired boilers and forced air furnaces.
- Experience with the maintenance and minor repair of air handler units of various sizes and styles.
- Basic knowledge of emergency power generators.
- Understanding of building control systems
- Basic computer skills
- Basic working knowledge of potable water supply, sanitary, and heating plumbing.
- Possess a basic knowledge of fire sprinkler systems.
- Physical ability to lift heavy loads and perform maintenance in all weather conditions.
- Hold Valid Alaska Motor Vehicle Driver’s License

DUTIES:
- Perform building repairs related to the interior & exterior of municipal buildings, including protective coatings and roof maintenance.
- Assist with boardwalk installation and repairs
- Perform various carpentry tasks
- Perform routine maintenance on oil fired burners such as filter changes, nozzle changes, air adjustment, and combustion efficiency testing.
- Perform air filter changes, lubricate fan and motor bearings, monitor belt condition/tension, clean heat exchangers and fans on air handler units.
- Monitor building control systems and address problems with the various components as needed.
- Monitor and perform routine repairs to potable hot and cold-water systems, sanitary sewer systems and heat plumbing within the buildings.
- Monitor and perform maintenance on all sprinkler and fire alarm systems that are the Municipality’s responsibility, such as draining low points. Assist with scheduling inspections and maintenance that is required to meet NFPA regulations.

Applicants must submit a completed Municipality of Skagway application form to the borough office or by email at a.lawson@skagway.org. This position is open until filled. Contact the borough office by email at a.lawson@skagway.org for an application or further information. The application can also be downloaded from the website at www.skagway.org.

The Municipality of Skagway is an equal opportunity employer.