GEORGIA BUILDING AUTHORITY

CAREER OPPORTUNITY

Craftsman 3
(Facilities/Maintenance)

OUR MISSION… *To provide a clean, comfortable, and safe environment on Capitol Hill.*

The Georgia Building Authority (GBA) is responsible for all services associated with the management of 36 buildings and various facilities located in the Capitol Hill Complex in Atlanta, Georgia, including the Georgia State Capitol building and the Governor's Mansion in northeast Atlanta. GBA provides maintenance, renovations, housekeeping, landscaping, food service, event catering, recycling, parking, and building access services to state employees housed in GBA-managed facilities.

Job Information

Job Type: Full Time

Number of Vacancies: 1

Unit: Facilities/Maintenance Team South

Pay Grade: SWD 12

Hiring Salary Range: $26,672.14 - $30,438.00

Location: Atlanta, GA

Opens: March 26, 2015

Closes: April 6, 2015

(Must be received by 5 p.m.)

To obtain the detailed job description or applicants who require accommodations for the application process should contact

404-463-5668 or e-mail

hr-email@spo.ga.gov

GBA will attempt to meet reasonable accommodation requests whenever possible.

INTERESTED? Here's What You Need:

Email **resume** in Microsoft Word/PDF format to hr-email@spo.ga.gov

To ensure proper routing/handling of your credentials, copy/paste or type the following in the subject line of your email:

Craftsman 3 (Facilities/Maintenance – MTS)

Website: www.gba.ga.gov

Position Overview

Duties: Under general supervision performs a variety of semi-skilled and skilled building trades work in the repair, maintenance or construction of state buildings and related structures. Installs and maintains modular furniture systems, climate control, and other facilities systems. May serve as lead worker and/or supervise support staff.

Minimum Qualifications (Agency Specific): Three years of experience in building repairs and maintenance or in the specific area of assignment. Must have a valid Georgia Driver's License and meet the agency's requirements to be an authorized driver.

Competencies: Considerable knowledge of the methods of maintenance and repair; of skill and technical areas in such as welding, HVAC, carpentry, sheet metal fabrication, electricity, plumbing, etc.; of the use of relevant trade tools, equipment and materials. General knowledge of building construction/repair with considerable skill in at least one trade relating to renovation/construction. Ability to read, interpret and apply construction plans, specifications and blueprints. Working skill in diagnosing maintenance and repair problems. Some skill in supervising less skilled mechanics. Ability to lift, push, pull and carry heavy items.

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If applying for a position that requires a degree, an official college transcript must be furnished. Only educational credentials from an accredited institution will be considered. GBA will select the most qualified applicants for an interview; only those selected for interviews will be updated on position status.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

Due to a large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. No notifications will be sent to applicants except to those who are selected for interviews.

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GBA is an Equal Opportunity Employer and does not discriminate on the basis of color, race, national origin, age, sex, religion or disability.