

Georgia Department of Education  
**Job Announcement**

<b>Posting Date:</b> July 27, 2021		<b>Apply by:</b> Until Filled
<b>Announcement:</b> GAB 00055232		
<b>Position Title:</b> FET031 Maintenance/Groundskeeper (12-month position)	<b>Location:</b> Georgia Academy for the Blind 2895 Vineville Avenue Macon, GA 31204	<b>Program/Unit:</b> Georgia Academy for the Blind/Office of Policy and External Affairs
<b>Description of Duties:</b> Under broad supervision, maintains grounds in an attractive and orderly condition by trimming lawns, removing leaves and debris and other related duties. <ul style="list-style-type: none"><li>Operates and maintains grounds equipment as necessary. Under general supervision, performs construction, repairs, preventive maintenance and inspections of physical structures, plumbing fixtures/hardware, and electrical devices at an assigned facility. Performs all grounds maintenance May supervise the activities of non-permanent staff. May operate lawn maintenance equipment. Must be available if needed for after hours emergency repairs. Ability to meet the physical demands of the job, including but not limited to: frequent sitting, standing, and walking; frequent stooping, kneeling, bending, and crouching; frequent lifting or moving up to 25 lbs.; occasional lifting or moving up to 50 lbs.</li></ul>		
<b>Minimum Qualifications:</b> High school diploma or GED AND Two years of experience in building repairs and maintenance or in the specific area of assignment OR One year of experience at the lower level General Trades Tech 1 (FET030) or position equivalent. Note: Some positions may require area specific certifications/licenses.		
<b>Preferred Qualifications:</b> Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the following: <ul style="list-style-type: none"><li>Working knowledge of Windows computer operating system and applications</li><li>At least one year of experience as a groundskeeper for a commercial or residential facility or facilities<ul style="list-style-type: none"><li>Knowledge of motor vehicle and small engine repair</li><li>Experience with commercial lawn mowing equipment</li></ul></li></ul>		
<b>Salary/Benefits:</b> Pay grade SWD F – Annual salary range \$22,519.63 (minimum) to \$38,283.37 (maximum). This is a 12-month position. Benefit options include life, disability, dental and health insurance; annual/sick leave; and Employees' Retirement.		
Submit a Georgia Academy for the Blind Application, State of Georgia Application, or resume* to: <p style="text-align: center;"><b>Georgia Academy for the Blind Personnel Office: Pamela Maddox Email: <a href="mailto:pamela.maddox@doe.k12.ga.us">pamela.maddox@doe.k12.ga.us</a> 2895 Vineville Avenue Macon, Georgia 31204 Telephone: 478-751-6083 Fax: 478-751-6659</b></p> Consideration/interviews will begin as soon as a list of applicants is established. Applications/resumes will be evaluated and only those meeting the qualifications will be considered. Top candidates will be contacted for interviews.  In accordance with Public Law 99-603, also known as the immigration Reform and Control Act of 1986, the Department of Education employs only U.S. citizens and lawfully authorized alien workers. All persons hired by the Georgia Academy for the Blind are required to verify identity and employment eligibility and will undergo a criminal background investigation.  *An employment application may be obtained from the Personnel Office of the Georgia Academy for the Blind. Resume/application should include daytime telephone number and prior employment history with addresses and telephone numbers. If a resume is submitted, it must be accompanied by a cover letter.		
<b>An Equal Opportunity Employer</b>		