



# County of Scioto

OFFICE OF  
COUNTY COMMISSIONERS

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## NOTICE OF EMPLOYMENT

### Maintenance Supervisor

We are looking to employ a qualified and motivated Maintenance Supervisor to oversee the Scioto County Commissioners Maintenance Department. A maintenance supervisor will be responsible for coordinating and/or supervising the work of employees engaged in the full range of facility repair and maintenance work, including electrical, plumbing, heating, ventilation, and air conditioning (HVAC), carpentry, painting, minor remodeling and construction projects and other related tasks. A maintenance supervisor is expected to have excellent organizational and time management skills and have effective budgeting and performance management. They will oversee the completion of all work orders and other required tasks in order to upkeep the good condition and functionality of the premises. Top candidates will excel at building and equipment maintenance procedures and have extensive knowledge of health and safety regulations and practices. This position will oversee the management of the maintenance and custodial staff and interact with the general public and elected officials; professionalism is a must.

Applications will be accepted until the positions are filled and kept on file for one year. Please drop off or mail resumes to Scioto County Commissioners 602 7<sup>th</sup> Street, Room 310, Portsmouth, Ohio 45662.

*"Scioto County - Somewhere Special"*