



City of Greenville

Employment Bulletin

February 17, 2020

Apply for positions by browsing to jobs.greenvillesc.gov. Use your computer or one located in the Human Resources Department (2nd floor of City Hall at 206 South Main Street in downtown Greenville). Office hours are 8:00 a.m. until 5:00 p.m. Monday through Friday. The City of Greenville will provide reasonable accommodations for otherwise qualified individuals. The City of Greenville does not discriminate on the basis of age, disability, gender/sex, race, color, religion, national origin, veterans' status, or genetic information. The City of Greenville is an equal employment opportunity employer. (HR 1.2 Equal Employment Opportunity)

ECONOMIC AND COMMUNITY DEVELOPMENT

Community Development Project Manager – Salary Range: \$55,100 - \$85,410

Assists the Community Development Manager in planning, organizing and coordinating all programs, functions and activities of the Community Development Division. Coordinates rehabilitation and new construction programs including evaluating applications and approving those deemed acceptable; prepares and develops bid packages containing work write-ups, evaluates bids and awards to successful bidder; closely monitors all progress with periodic inspections until closeout. Publicizes the City or partner's homeowner program to the community, evaluates applicants through review of credit record, employment, etc. and recommends to lenders those that meet qualifications. Provides technical assistance to residential developers, both non-profit and for-profit, including securing suitable properties for construction, providing support during the bidding process and construction, and conducting follow-up at the conclusion of the project. Facilitates coordination of the development with various City departments and divisions to secure needed permits, inspections and payment. Coordinates volunteer programs including aiding in project selection, inspection of work completed and assignment of priorities to volunteers. Monitors grant recipients for compliance with Housing and Urban Development (HUD) regulations and prepares report for annual audit. Meets with various neighborhood associations to inform them of Community Development's programs and activities and provides specific information on the City's rehabilitation and new construction programs. Reviews plans for compliance with design guidelines for building permit applications in areas covered by Neighborhood Revitalization Overlays. Manages the acquisition of properties that are banked by Community Development for future redevelopment. Serves as the City's 504 Compliance Officer. Supervises the Community Development Financial Coordinator. Bachelor's degree in Construction Management, Public Administration, Architecture, Planning, Real Estate or related field is required. Graduate work or an advanced degree in a related field is preferred. Over two years of experience working on the development of affordable, workforce, or other residential housing opportunities/programs is required. Experience with HUD-funded programs is preferred. Home Builder, General Contractor, or Lead Paint Risk Assessor preferred. A valid South Carolina driver's license required. **Cut-off Date: Until Filled**

FIRE DEPARTMENT

Fire Accreditation Manager – Salary Range: \$56,800 – 71,009

Manages and coordinates the Fire Department's efforts to maintain National Accreditation status. Plans, coordinates, and manages accreditation activities, projects, and processes. Gathers and analyzes data, monitors and measures adherence to standards, and resolves non-compliance issues and findings. Updates and maintains policies and regulations. Completes and submits required reports and forms. Prepares and maintains appropriate reports, and files. Coordinates the review and updating of department policies and procedures on an annual basis. Manages and maintains the Fire Department's accreditation records to include policies and procedures in order to ensure accreditation compliance. Instructs all divisions of the Fire Department in the process of National Accreditation. Conducts and implements special projects as assigned by the Fire Chief/ Deputy Chief. Provides GIS information for Fire Department projects as needed. Serves on committees and task groups as assigned. Serves on-call for support to major incidents. Two year Associate's degree or equivalent in a general professional or technical field is required. A Bachelor's degree in a general professional or technical field is desirable. Minimum of two years' experience as a Lieutenant or higher. A valid South Carolina driver's license required. **Certifications and Requirements:**

- Current CPR/ First Responder
- SCFA 2147 NIMS ICS or a NFA course meeting NIMS ICS (100, 200 & 700)
- SCFA 2153 ICS -300 Intermediate and SCFA 2154 ICS-400 Advanced
- SCFA Fire Instructor I
- SCFA 2100 NFPA Fire Officer I
- SCFA 1210 EVDT (SCFA) or Current Driving Program Through (GCFD)
- SCFA 1220 Pump Operations (SCFA) or Current Driving Program Through (GCFD)
- SCFA 1250 Basic Aerial Operations class (SCFA) or Currently Quint and Aerial certified through (GCFD)

Cut-off Date: Until Filled

Fire Inspector II – Salary Range: \$51,222 – 63,109

Conducts permit field inspections and fire prevention inspections of commercial properties. Conducts routine and follow up inspections, and code plan reviews to ensure compliance with the International Fire Codes. Consults with engineers, architects, builders, owners, and contractors regarding any questions that are raised during the plan review process. Conducts fire investigations. Performs occupancy compliance checks and inspects special event sites. Works special events and performs fire watch duties. Conducts fire safety training for the general public and advises public on general and specific fire and life safety matters. Advises and assists in the formation of evacuation and emergency action plans. Serves for call-in on a rotating basis. High school diploma or equivalent plus six months to one year of advanced study or training in specific vocational, administrative, or technical nature is required. Junior college, vocational, business, and technical or correspondence schools are likely sources. Appropriate certification may be awarded upon satisfactory completion of advanced study or training. Minimum of one year of experience as a Fire Inspector I. A valid South Carolina driver's license required. **Certifications and Other Requirements:**

- NFPA FFII to meet IFSCA or Pro-Board certifications
- Current CPR/ First Responder or above.
- SCFA 2147 NIMS ICS or a NFA course meeting NIMS ICS (100, 200 & 700).
- Basic Fire/Arson Investigations (SCFA or NFA).
- SCFA 8608 Fire Marshal Certification/ICC Fire Inspector I.
- SCFA 8609 ICC Fire Inspector I Exam.
- SCFA 8610 S.C. Fire Marshal Rules and Regulations.
- SCFA 1210 EVDT (SCFA) or current driving program through GCFD.
- SCFA 1220 Pump Operations SCFA or current driving program through GCFD.

Cut-off Date: Until Filled

PARKS & RECREATION**Custodian – Salary Range: \$25,667 - \$34,652**

Responsible for overall appearance of assigned Community Centers' interior by maintaining cleanliness and organization. Maintains outside grounds with assistance from parks and grounds staff. Provides inventory management and event support. High school diploma or equivalent training and/or job related experience is required. Under and including one year of experience. A valid South Carolina driver's license required. **Cut-off Date: Until Filled**

Deputy Director of Parks and Recreation – Salary: \$84,600 - \$135,400

Under the direction of the Director of Parks and Recreation, ensures the delivery of quality services to the Greenville community in an efficient and effective manner. Assists the Director of Parks and Recreation in planning, organizing, and coordinating programs, functions, and activities of the Parks and Recreation Department. Participates in the development of long and short-term department goals and strategies. Provides management and oversight of assigned divisions (e.g. parks and grounds, recreation, zoo). Assists the Director by providing leadership on an organization-wide and community basis to ensure public services are provided in alignment with the City's strategic objectives. Assists in establishing policies and procedures for the administration of department programs and functions and the utilization and maintenance of parks and recreation areas and facilities. Develops strategic partnerships and contacts with community representatives, external agencies, and various organizations to develop an understanding of and communicate the relevant issues facing the community. Ensures department operations meet professional standards, local, state and federal governmental regulations, worker safety, and other applicable rules and requirements. Facilitates the development and administration of the department's operational and capital improvement budgets. Directs the department in the absence of the Department Director. Bachelor's degree in parks and recreation administration, sport management, horticulture, business, public administration, or a related field is required. Master's degree in a related field is preferred. Over 6 years of progressively responsible experience in the parks and recreation field to include experience in parks maintenance, recreation programs, operations, planning, and budgeting. Must have at least 2 years of responsible supervisory and administrative experience. Experience in a growing community is preferred. Certified Parks and Recreation Professional (CPRP) preferred. A valid South Carolina driver's license is required. **Cut-off Date: Until Filled**

Parks & Grounds Manager – Salary Range: \$52,520 - \$78,780

Under guidance of the Parks & Grounds Administrator, directs, manages, and coordinates the personnel and operations of the parks districts, cemeteries, playgrounds, and amenities. Sets standards for acceptable levels and methods of beautification and maintenance. Conducts inspections of designated park areas and inspects and assesses plants for insects, diseases, and weed issues. Implements approved projects and improvements, researching necessary resources and recommending systems and procedures to implement projects. Coordinates capital improvement projects to include oversight of the design, installation, and inspection. Prepares and proposes budget needs, as well as, contributes to the development of grants. Serves as a liaison between the parks and grounds division and other City departments and outside organizations. Serves as division coordinator for storm clean-up and weather-related events. Coordinates special event supervision, setup, tear down, and cleanup as assigned. Associate degree in turf management, horticulture or related field. Bachelor degree in a related field preferred. Over four years of experience in the Parks and Recreation field to include turf management and/or horticulture, as well as, at least one year of experience in supervision and project management, including developing and managing project budgets. South Carolina Non-Commercial Pesticides License Category 3 required and Category 5 preferred. CPR, First Aid, and AED certification/training within 3 months of hire. When assigned to Parks & Amenities, must be a Certified Playground Safety Inspector within 6 months of assignment. Certified Arborist preferred. A valid South Carolina driver's license required. **Cut-off Date: Until Filled**

Recreation Leader (Part-time) – Hourly Range: \$15.47 - \$22.43

Under the direction of the Community Center Supervisor, assists with organizing, monitoring, leading, and conducting social, recreational, and cultural activities within the Parks and Recreation Department, including day camps, afterschool programs, youth and adult sports activities, special events, and various other activities. Promotes assigned recreation programs, scheduling, and enrolling students and collecting fees. Ensures program participants understand and comply with City, department, and program, rules and procedures, while providing for participant safety and maintaining order and proper conduct. Acts as a liaison between parents, staff, and school personnel. Sets up and breaks down equipment and City facilities for activities and events; maintain facilities and equipment. Safely transports participants in City-provided passenger bus. Performs a variety of administrative duties such as preparing, typing, duplicating, and filing materials; logging and recording information; creating and maintaining records and files; and answering telephones and scheduling activities. Works evening and weekend work hours. High school diploma plus six months to one year of advanced study or training in Recreation is required. Under and including one year of experience in Recreation is required. A valid South Carolina driver's license required. First Aid and CPR certification within three weeks of hire. **Cut-off Date: Until Filled**

Zoo Education Instructor – Salary Range: \$36,046 – \$53,164

Develops, prepares, and presents wildlife education and conservation programs to all age groups both on and off Zoo grounds. Demonstrates/possesses comprehensive classroom management skills. Communicates frequently with parents, schools, Zoo guests, and volunteers. Presents education animals in an informative manner. Participates in animal training in conjunction with the Zookeeper assigned to education animal care. Implements operant conditioning techniques with supportive documentation. Works evenings and/or weekend days. Also responsible for learning and operating sophisticated software programs and hardware including distance learning video-conferencing equipment, interactive displays, email, social media, computer communication, and other electronic equipment. Assists in the development and training with instructional manuals for docents, interns, and volunteers in the Education division. Responsible for scheduling programs, data entry, and correspondence. Assists in the organization of most special events including education special events such as Party for the Planet or Endangered Species Days, and events with school district. Serves as a lead for certain programs and cross-trains in all areas including, but is not limited to home school, distance learning, family programs, zoo-mobiles, overnights, Nature Play initiative, or birthday parties. Bachelor's degree or equivalent in Biology, Nature Science, or related field is required. Over one year of experience in working with children is required. Teaching experience is preferred. A valid South Carolina driver's license required. **Cut-off Date: Until Filled**

Zoo Maintenance Supervisor – Salary Range: \$40,747 - \$61,131

Under the direction of the Zoo Administrator, plans, directs, supervises, and implements the maintenance, construction and landscaping operations. Ensures a high standard of workplace safety. Researches quality of and pricing for supplies and products. Reviews work orders and makes assignments as appropriate. Supervises personnel performing maintenance on Zoo grounds and buildings. Works with Zoo management team to plan, develop, and implement Zoo projects. Coordinates work with City departments required for proper execution of Zoo operation functions. Supports a wide range of needs maintenance needs involved in Zoo Operations. Participates in special events and rentals from planning, setup and breakdown. High school diploma or equivalent is required. Associate degree in related field preferred. Over four years of experience in building/trade construction is required. Experience in horticulture/landscaping is preferred. South Carolina Non-Commercial Pesticides License Class 3 within first year of employment. CPR, AED, and First Aid Certifications within first year of employment. A valid South Carolina driver's license required. **Cut-off Date: Until Filled**

PLANNING AND DEVELOPMENT

Assistant Manager, Planning and Development – Salary Range: \$68,450 - \$106,100

Assists the Planning and Development Manager in planning, organizing and coordinating all programs, functions and activities of the Planning and Development Division. Coordinates administration of the Land Management and related ordinance requirements. Provides planning/zoning consultation and guidance with regard to development proposals, new construction, renovation projects, inquiries and complaints to Owners, Developers, Architects, Engineers, Builders, Realtors and the public. Supervises Development Planner and Zoning Official staff and monitor division processes to ensure that service delivery is efficient, effective and consistent. Secures professional development opportunities for staff and share best practice methods with design professionals. Provides outreach and education to design community and citizens on City planning and development processes and regulations. Facilitates coordination of the Planning and Development Division processes with other Divisions and Departments. Provides support to the Planning Manager and staff members in response to questions pertaining to ordinance requirements, reviews and permits. Serves as the Planning and Development Manager in their absence. Bachelor's degree in architecture, City/regional planning or a related field is required. Master's degree in a related field preferred. Over six years of progressively responsible experience in city planning, zoning, or a related field with at least two years of supervisory experience is required. A valid South Carolina driver's license is required. Must maintain continuing education requirements for Local Government Planning and Zoning Officials and staff (SC Law Sec 6-29-1310-6-29-1380). American Institute of Certified Planners (AICP) certification is preferred. **Cut-off Date: Until Filled**

PUBLIC TRANSPORTATION

Bus Operator – Salary Range: \$32,177 - \$46,654.

The City is offering a \$1,000 Sign-On Bonus for Bus Operators. See details in the full job posting at <http://jobs.greenvillesc.gov>. Operate a bus through light to heavy City traffic, for the purpose of carrying passengers in a safe manner and in accordance with the City, County, State, and Federal laws, as well as City rules and policies. Collect fare, assist ADA passengers as needed while safely performing operation procedures. Monitor bus, weather conditions, and safety of passengers. High school diploma or equivalent is required. Over one year of bus driving experience or an equivalent combination of the required knowledge, skills, and abilities necessary to perform the job is required. Previous driving experience as a bus operator with a transit system, or as an over the road coach operator is preferred. A South Carolina Class B CDL Commercial Driver's License with passenger endorsement and no air brake restriction. CDL Medical Examiners Certificate.

Cut-off Date: Until Filled

Mechanic I, II, or III (Transit-Fleet) - Salary Range: \$29,307 - \$56,763 Depending on Competency Classification.

The City is offering a \$1,000 Sign-On Bonus for this position. See details in the full job posting at <http://jobs.greenvillesc.gov>. Work schedule is irregular and requires shift work with varying hours, including some nights and weekends. Under limited supervision, performs preventive maintenance services A and B involving the maintenance and repair of gasoline or diesel engines, auto equipment, and machinery and tools. Performs routine diagnostic and repair services to address vehicle/equipment related problems. Performs skilled tasks in the mechanical maintenance of automobiles, trucks, buses, tractors, small engines, and other standard and special automotive equipment operated by the City. Completes job assignments including brake and suspension repairs, tire repairs, minor adjustments, engine tune-ups, air conditioning services, and basic manufacturer maintenance services. Follows work tasking on work orders and document all work as required. Secures the necessary repair parts from the parts room/counter. Enters all vehicle service and repairs information into the fleet maintenance software. Responds to calls for fleet roadside assistance by repairing or arranging for towing of stranded fleet vehicles. Additionally, Greenlink personnel may serve as a subject matter expert on Greenlink's Safety Committee as required. High school diploma or equivalent plus six months to one year of advanced study or training in tire service and vehicle mechanics are required. A valid South Carolina driver's license is required. Must obtain a Class B Commercial Learner's Permit with P endorsement within 3 weeks of hire. Must obtain corresponding South Carolina CDL, Class B with P endorsement within 3 months of hire. **Mechanic I:** Under and including one year of experience in automotive repair. Completion of Competency Classification test, resulting in a minimum ranking of Mechanic I, within 6 months of hire. **Mechanic II:** Over two and up to and including four years of experience in automotive repair is required. Completion of Competency Classification test resulting in a minimum ranking of Mechanic II, within 6 months of hire. **Mechanic III:** Over four years of experience in automotive repair, tire service, and vehicle mechanics are required. Completion of Competency Classification test resulting in a minimum ranking of Mechanic III, within 6 months of hire. **Cut-off Date: Until Filled**

Parts Technician – Salary Range: \$32,177 - \$46,654

Provides support to Transit Fleet Vehicle Maintenance. Researches and orders parts and machinery. Creates purchase orders, assists with inventory control, and tracks part orders. Updates fuel spreadsheets to track fuel consumption, enters fuel usage in computer, orders fuel, enters new employees for fuel use, and makes fuel keys. Charges out parts daily on work orders when used by technicians. Picks up ordered parts and helps deliver. Assists in creating work orders for service and tracks preventative maintenance on vehicles. High school diploma or GED is required. Under and including one year of experience in inventory control, accounting, automotive parts, computer, and receiving or related experience is required. A valid South Carolina driver's license required. DHEC A/B Underground Storage Tank Operator Training within 3 months of date of employment.

Cut-off Date: February 7, 2020

Safety & Training Specialist – Salary Range: \$38,480 - \$56,763

Under the direction of the Transit Operations & Safety Manager, plans and executes all training activities for transit operators and supervisors. Develops presentations and conducts classroom, as well as, behind the wheel training sessions. Leads accident/incident investigations, processes all related paperwork, and ensures all information is sent to the appropriate authorities. Participates in hiring new staff by assisting with interviews and skills evaluations. Oversees Department of Transportation (DOT)/Federal Transit Authority (FTA) Drug Testing process and acts as Designated Employee Representative. Documents safety violations for both operations and fleet maintenance and makes recommendations to supervisors for corrective disciplinary actions. Ensures compliance with safety policies and regulations by conducting inspections of vehicles and work sites and monitoring Occupational Safety and Health Administration (OSHA) housekeeping standards within Public Transit maintenance facility and equipment storage sites. As directed, occasionally fills in for the Operations & Safety Manager. Serves as Chairperson for Greenlink's Accident Review and Safety Committees. High School diploma or equivalent is required. Over four years of experience operating a passenger bus. CDL Class B South Carolina license with passenger endorsement and no air brake restrictions. City of Greenville Fork Lift Operator must be obtained within 6 months of hire date. SMS Awareness, SMS Principles of Transit, Transit Industrial Safety Management, Instructors Course for Transit Trainers, Fundamentals of Bus Collision Investigation, Reasonable Suspicion, and Fork Lift Train the Trainer must be obtained within two years of hire date. **Cut-off Date: Until Filled**

Transit Planner – Salary Range: \$44,370 –\$64,340

Plans routes for the Greenlink's Transit and Trolley network. Assists in creating weekly deviations due to road closures and events. Acts as the project manager for the installation of new bus stops and shelters. Ensures all route mapping is up-to-date throughout Greenlink systems. Assists the Director and Transit Planning Manager in organizational strategic planning and creation of goals and objectives. Participates in planning of alternative modes of transit as needed in conjunction with multi-modal aspects of Greenville Transit Authority (GTA) and Greenlink. Assists and makes recommendations in bus stop locations and spacing, as well as, route planning and arranges hearings and meetings for public input. Responsible for the provision of National Transit Database (NTD) reporting to the Federal Transit Administration (FTA) and South Carolina Department of Transportation (SCDOT) reporting as it relates to service statistics. Remains proficient with new technologies related to public transportation. Bachelor's degree in Planning, Urban Studies, Business or a related field. Over one year of experience in transit planning or a related field is required. GIS experience preferred. A valid South Carolina driver's license is required. **Cut-off Date: Until Filled**

Trolley Operator (Part-Time) – Hourly Range: \$15.47 - \$22.43

Operates a trolley through light to heavy City traffic for the purpose of carrying passengers in a safe manner and in accordance with the City, County, State, and Federal laws, as well as City rules and policies. Assists ADA passengers as needed while safely performing operation procedures. Monitors trolley, weather conditions, and safety of passengers. High school diploma plus six months to one year of advanced study or training in passenger transport is required. Over one year of bus or trolley driving experience, or an equivalent combination of the required knowledge, skills, and abilities necessary to perform the job is required. Previous driving experience as a bus operator with a transit system, or as an over the road coach operator is preferred. Ability to speak in public on a PA system. A South Carolina Class B Commercial Driver's License (CDL) with passenger endorsement and no air brake restriction is required. CDL Medical Examiners Certificate. **Cut-off Date: Until Filled**

PUBLIC WORKS**Asphalt Pavement Technician I – Salary Range: \$32,177 - \$46,654**

Under the direction of the Pavement Supervisor, assists in repair and installation of pavement to include repairing potholes, installing and repairing driveway tie-ins, street shoulders, and cuts. Operates paving tools and equipment. Directs traffic at worksites and performs preventative maintenance inspections on equipment. High school diploma or equivalent is required. Associate degree in Construction Engineering Technology or related field may be substituted for 1 year of experience. Over 1 year of experience in a public works, utility, or construction field is required. Must have a valid South Carolina Class D license. Must have or obtain a South Carolina Class B Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a South Carolina Class B CDL with tanker endorsement and air brake provision within 3 months of hire. **Cut-off Date: Until Filled**

Mechanic I, II, or III (Public Works/Fleet) – Salary Range: \$29,307 - \$56,763 Depending on Competency Classification. Work schedule consists of four (4) 10-hour workdays with a 3-day weekend. All uniforms, steel-toe boots, and tools provided. Eligible for ASE incentive pay. Under supervision, repairs and replaces tires on all types of City vehicles. Performs work involving the maintenance and repair of gasoline or diesel driven engines and related auto equipment, machinery, and/or tools, while under direct supervision. Performs vehicle parts replacement and repair for the Fast Lane program. Assists with assignments such as brakes and suspension repairs, minor adjustments, engine tune-ups, air conditioning services, and basic manufacturer maintenance services. Inputs service and repair data into the fleet management job order software. Assists in the cleaning and organizing of the shop area and maintenance of shop equipment. High school diploma or equivalent plus six months to one year of advanced study or training in tire service and vehicle mechanics are required. **Mechanic I:** Under and including one year of experience in automotive repair. A valid South Carolina Class D License. Completion of Competency Classification test, resulting in a minimum ranking of Mechanic I, within 6 months of hire. **Mechanic II:** Over two and up to and including four years of experience in automotive repair is required. A valid South Carolina Commercial Learner's Permit is required within 3 weeks of hire. Once in classification, employee must obtain corresponding South Carolina CDL within 3 months. Completion of level II City Competency Classification test. **Mechanic III:** Over four years of experience in automotive repair are required. A valid South Carolina Commercial Learner's Permit is required within 3 weeks of hire. Once in classification, employee must obtain corresponding South Carolina CDL within 3 months. Completion of level III City Competency Classification test. **Cut-off Date: Until Filled**

Solid Waste Equipment Operator I – Salary Range: \$30,368 - \$44,033

As assigned, operates a variety of regular-drive solid waste vehicles, to include Rear Loader Garbage Truck, Clam Truck, Roll-Off Truck and Flatbed Truck in order to collect and dispose of residential solid waste and recycling materials. Transports materials to designated transfer station or disposal facility. Complies with all safety guidelines including inspection of equipment, use of personal protective equipment, following safe practices, and reporting safety issues to the appropriate supervisor(s). Assists other employees, departments, and interacts with residents. High school diploma or equivalent is required. Over 6 months experience operating heavy equipment is required. Experience operating solid waste collection vehicles is preferred. Must have or obtain a Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a Class B South Carolina CDL with air brake provisions within 3 months of hire. **Cut-off Date: Until Filled**

Solid Waste Equipment Operator IV – Salary Range: \$36,046 - \$53,164

Safely and effectively operates all Solid Waste equipment in a relief capacity to collect and transport solid waste and recycling materials to a transfer station and/or landfill for disposal. Performs daily pre-and post-trip vehicle inspections and maintains accurate vehicle log. Courteously conveys basic information to the public when approached with questions. Trains new and existing equipment operators in use of all equipment. In absence of supervisor, provides guidance and direction to subordinate staff. High school diploma or equivalent. Over 3 years of experience operating and driving solid waste collection, right and left side drive, equipment (ASL, ALV, Clam Truck, Roll-off Truck, Rear Loader, etc.) is required. A valid South Carolina Class B CDL with air brake provisions is required. DOT Medical Card is required. **Cut-off Date: Until Filled**

Stormwater Tech I – Salary Range: \$32,177 - \$46,654

Under direction of the Stormwater Supervisor, installs and maintains stormwater systems throughout the City. Builds and repairs catch basins, installs storm pipe, and inspects and cleans storm system. Cuts grass and makes repairs at landfill. Levels ditches to proper grade. Landscape construction site at job completion. Operates a variety of light and heavy equipment, as well as, hand tools in performance of job duties. Work during inclement weather conditions (i.e. snow and ice) by operating sanders, loaders, snowplows, and other specific equipment necessary to clear and maintain roads and walkways. Assist other departments with general installation, maintenance and cleaning projects. High school diploma or equivalent is required. Over 1 year of experience in a public works, utility, or construction field is required. Must have a valid South Carolina Class D license. Must have or obtain a South Carolina Class B Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a South Carolina Class B CDL with tanker endorsement and air brake provision within 3 months of hire. Confined Space, Trenching and Shoring, Competent Person Safety Certification, and Traffic Control Training within six months of employment. **Cut-off Date: Until Filled**

Streets Cleaning Technician I – Salary Range: \$25,667 - \$34,652

Under the supervision of the Streets Cleaning Supervisor, removes litter from streets, sidewalks, and parking garages located in the City. Empties and cleans trash cans within the Central Business District (CBD). Clears and treats streets and sidewalks in the CBD during seasonal weather to include removing leaves and debris, ice and snow, and applying ice melt. Operates backpack blower, ice and snow equipment, pickup trucks, and utility vehicles (UTV's). Performs other duties as assigned. High school diploma or equivalent is required. Under and including one year of related experience is required. A valid South Carolina driver's license is required. **Cut-off Date: Until Filled**

Streets Cleaning Technician II – Salary Range: \$32,177 - \$46,654

Under limited supervision, assists in the removal of litter from streets, sidewalks, and parking garages located in the City. Clears and treats streets during seasonal weather including, removing leaves and debris, ice and snow, and sanding bridges. Ensures sweeper truck is ready for use by conducting daily inspections of the engine area, engine oil, and other fluid levels. Sweeps all streets on daily work order route. Operates backpack blower, dust pan, broom, pick stick, snow plow, and sander truck. High school diploma or equivalency is required. Over one year of experience in a public works, utility, or construction field is required. Sweeper operator is a plus. Must have a South Carolina Class D License and must have or obtain a Class B Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a Class B South Carolina CDL with air brake and tanker endorsements within 3 months of hire. **Cut-off Date: Until Filled**

Streets Concrete Technician I – Salary Range: \$32,177 - \$46,654

Under the direction of the Concrete Supervisor, maintains City streets, sidewalks, and buildings. Rehabilitates existing sidewalks and curb gutters, as well as installs new sidewalks, slabs, and walls. Cleans storm drain gates, lays pavers, installs culverts and storm drains, assists in engineering design, interprets blueprints, cuts steel, and constructs buildings from site work to completion. Must understand surveying fundamentals, as well as understand and comply with trenching and shoring policies and procedures. High school diploma or equivalent is required. Associate degree in Construction Engineering Technology or related field may be substituted for 1 year of experience. Over 1 year of experience in a public works, utility, or construction field is required. Must have a valid South Carolina Class D license. Must have or obtain a South Carolina Class B Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a South Carolina Class B CDL with tanker endorsement and air brake provision within 3 months of hire. **Cut-off Date: Until Filled**

Wastewater Combination Truck Operator – Salary Range: \$36,046 - \$53,164

Operates combination sewer cleaning truck for the preventative maintenance of wastewater systems. Assists construction crews to identify utilities or to excavate in difficult areas. Reviews and schedules preventative maintenance including pre-planning for traffic control situations as well as easement issues. Responds to wastewater and storm emergencies as required. May operate additional equipment for the Public Works after-hour on-call program and during inclement weather (snow and ice). High school diploma required. Over two years of experience in a public works, utility, or construction field is required. Must have or obtain a South Carolina Class B Commercial Learner's Permit (CLP) within 3 weeks of hire. Must have or obtain a South Carolina Class B CDL with tanker endorsement and air brake provision within 3 months of hire. To be obtained within six months of employment: Confined Space Certification, Competent Person Safety Certification, and Traffic Control Training. **Cut-off Date: Until Filled**

Wastewater Tech II – Salary Range: \$ 36,046 - \$53,164

Under the direction of the Wastewater Repair Supervisor, perform a variety of technical and skilled duties in the restoration, rehabilitation, and rebuilding of the City's wastewater system. Operate a variety of heavy and light equipment in the performance of job duties. Act as lead worker in absence of supervisor and assist in the training of new employees. Participate in after hours on-call duty requiring working after normal hours and holidays to resolve emergency situations. Work during inclement weather conditions (i.e. snow and ice) by operating specific pieces of equipment necessary to clear and maintain roads and walkways. Operator for the Public Works on-call system after hours. High school diploma or equivalent is required. Over 2 years of experience in a public works, utility, or construction field is required. Must have a South Carolina Class B Commercial Driver's License (CDL). Must have or obtain a South Carolina Class A Beginner's Permit within 3 weeks of hire. Must have or obtain a South Carolina Class A CDL with tanker endorsement and air brake provision within 3 months of hire. **Cut-off Date: Until Filled**