

## CURRENT JOB VACANCIES FOR BRUNSWICK COUNTY GOVERNMENT

DECEMBER 30, 2009

<http://www.brunswickcountync.gov>

Applicants meeting the minimum requirements for the position should contact  
The Employment Security Commission of NC,  
5300-7 Main Street, Shallotte, NC 28470, (910) 754-6120 to obtain the appropriate application  
<http://www.ncesc.com/> [esc.jobs.shallotte@ncmail.net](mailto:esc.jobs.shallotte@ncmail.net)

Application must be received by Employment Security Commission by 5:00 p.m. on closing date if applicable

Residency requirement applies to positions marked with \*\*\* only. Those indicated must establish legal residency within Brunswick County within twelve (12) months from the date of initial employment.

**FINAL APPLICANT SUBJECT TO PRE-EMPLOYMENT DRUG SCREENING AND BACKGROUND CHECK**  
(Employees working in Safety Sensitive Jobs are subject to random drug screens and periodic Driver's License checks)

### **OPERATION SERVICES**

**Listing Date: November 11, 2009**

CODE	POSITION	SALARY	CLOSING DATE
104280072E	Maintenance Superintendent	\$23.32-\$37.31/hr	Open Recruitment

Under limited supervision, plans, assigns and supervises the work of supervisory, skilled and semi-skilled workers engaged in the maintenance and care of County buildings. Work involves maintaining all county buildings to ensure that they are secure, safe, clean, and operational; compiling material lists to complete each job; coordinating employees for each job; verifying that all necessary materials and tools needed for the job are at the job site; maintaining a safe job site for employees, other county employees, and general public; reconciling complaints brought by other county employees and public against employees under supervision; preparing quotes to purchase materials, and tools; overseeing and managing county construction projects; and hiring contractors. Supervise department employees which involves such duties as instructing, assigning and reviewing work, maintaining standards, acting on employee problems, selecting new employees, appraising employee performance, recommending promotions, discipline, termination, and salary increases. Reports to the Director of Operation Services. **REQ:** Five (5) to Seven (7) years of experience in maintenance or construction, and a minimum of three (3) years supervisory experience; a licensed contractor, degree in construction management, or business management preferred; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities. Valid State DL

### **SOCIAL SERVICES**

**Listing Date: November 11, 2009**

CODE	POSITION	SALARY	CLOSING DATE
145310063N	Income Maintenance Caseworker II	\$15.56/hr	Open Recruitment

Performs all eligibility functions of intake processing and review of cases. Interviewing clients to obtain required information, completing initial applications, verifying information obtained, determining eligibility and completing scheduled program review. Work includes documentation and accurate completion of pertinent forms. Work involves direct or indirect contact with client's families or representatives and collateral's in order to gather and verify information necessary to determine client's eligibility. Performs other duties as required. **REQ:** One year of experience as an Income Maintenance Caseworker I. Valid State DL

### **PUBLIC UTILITIES**

**Listing Date: December 23, 2009**

CODE	POSITION	SALARY	CLOSING DATE
61714059-64	Utility Maintenance Mechanic	\$12.12 - \$26.28/hr	Open Until Filled

Under limited supervision, performs specialized skilled work as related to the Brunswick County utility system and related appurtenances. Work involves maintenance and upkeep of water distribution and/or wastewater collections systems throughout the County's utility system. Responsible for preventive maintenance and operation of pumping equipment, control valves, utility lines, and storage facilities in the utility system, as required. Work also involves assistance with safety procedures, standard operation procedures, and coordinating training required with other maintenance personnel. Responsible for assisting in the preparation of a variety of reports and maintaining records as related to the utility systems. Must exercise initiative and independent judgment in completing assignments. Performs other duties as required. Reports to a Utilities Foreman. Applications must be submitted to the Shallotte Employment Security Commission (if faxed to the Shallotte ESC, applicants must also submit the original application with signature). **REQ:** HS Grad/GED. Prefer associate degree or certificate in engineering technology, water resources or related field, experience in utility systems; and possession of Water Distribution System Operator or Water Pollution Control Collection System Operator Certificate issued by the State of North Carolina. Placement as Maintenance Mechanic I, II, III, or IV shall be based on qualification. Must possess a valid NCDL and a valid NC CDL or ability to attain the CDL within 6 months of hire. Valid State DL

**PUBLIC UTILITIES**Listing Date: **November 4, 2009**

CODE	POSITION	SALARY	CLOSING DATE
<b>617170066N</b>	<b>Instrumentation and Electrical Foreman</b>	<b>\$18.15-\$23.59/ hr</b>	<b>Open Until Filled</b>

Under limited supervision, performs specialized skilled work as related to the Brunswick County utility system and related appurtenances. Work involves overseeing the work of technicians, preventive maintenance, repair, and operations of the water/sewer utility systems. Work also involves assistance with safety procedures, standard operating procedures, and coordinating training required for maintenance personnel. Responsible for assisting in the preparation of a variety of reports and maintaining records as related to the water distribution/sewer collection system. Must exercise initiative and independent judgment in completing assignments. Performs other duties as required. Reports to the Instrumentation & electrical Superintendent. Applications must be submitted to the Shallotte Employment Security Commission (if faxed to the Shallotte ESC, applications must also submit the original application with signature). **REQ:** High School/GED; Electrical License or associate degree/certificate in instrumentation/electronics, electrical engineering technology, computer technology or related field, and seven (7) years of experience in instrumentation, electrical, and/or radio-related work; or equivalent combination of training and experience which provides the required knowledge, skills, and abilities. Must possess a valid NCDL and a valid NC CDL or ability to attain the CDL within 6 months of hire. Valid State DL

**PUBLIC UTILITIES**Listing Date: **December 16, 2009**

CODE	POSITION	SALARY	CLOSING DATE
<b>627210065N</b>	<b>Industrial Pretreatment Coordinator/Laboratory Assistant</b>	<b>\$17.29-\$22.47/ hr</b>	<b>Open Until Filled</b>

Under general supervision, performs technical and administrative work in permitting and monitoring of wastewater from industrial and commercial sources and assures compliance with Federal and State pretreatment laws and regulations in the operation of the County's wastewater treatment and collection equipment to ensure the proper treatment of wastewater for the safety and health of the citizens of the County. Responsible for implementation of EPA and State mandated programs for Brunswick County through approved supervision. Must exercise independent judgment and initiative in all phases of work. Additional responsibilities include administration of the County FOG (Fats, Oils, Grease Program, inspect restaurants, issue citations, fines, etc. Also includes assisting in the Wastewater Laboratory in analysis, data recording, and sample collection. Performs other duties as required. Reports to the Wastewater Treatment Superintendent. Applications must be submitted to the Shallotte Employment Security Commission (**if faxed to the Shallotte ESC, applicants must also submit the original application with signature**). **REQ:** Bachelor's degree in Environmental Biology or Chemistry with three (3) to Four (4) years of progressively responsible experience in wastewater treatment plant operation; or any equivalent combination of training in chemical utilization and experience in the private or public sector which provides the required Chemistry skills, knowledge and abilities. Certification as a Grade I Wastewater Operator or Physical Chemical Operator or ability to obtain such within 18 months of employment. Valid State DL

**PUBLIC UTILITIES**Listing Date: **December 16, 2009**

CODE	POSITION	SALARY	CLOSING DATE
<b>627320-62</b>	<b>Wastewater Treatment Plant Operator-TR Wastewater Treatment Plant Operator</b>	<b>\$12.98-\$20.77/ hr \$14.70-\$23.52/ hr</b>	<b>Open Until Filled</b>

Under general supervision, performs responsible technical work in the operation of the County's Wastewater Treatment Plants and in the maintenance and repair of wastewater treatment and equipment to ensure the proper treatment of wastewater for the safety and health of the citizens of the County. Work involves operating the assigned Wastewater Treatment Plant on a daily basis, periodically checking the wastewater pumps, filter systems and tank levels, and making changes as necessary; calculating chemical feed dosages; and reading various charts, graphs, gauges and meters to ensure proper wastewater treatment and disposal. Employee is also responsible for handling calls wastewater and sewer emergencies after hours. Employee must exercise independent judgment and initiative in all phases of work. Employee must hold required certifications established by NCDENR. Employee is on-call for operation and minor maintenance at all plants and associated equipment. Performs other duties as required. Reports to the Wastewater Treatment Superintendent. Applications must be submitted to the Shallotte Employment Security Commission (**if faxed to the Shallotte ESC applicants must also submit the original application with signature**). **REQ:** High school graduate/GED. Vocation/Technical School diploma and two (2) to three (3) years of progressively responsible experience in Wastewater Treatment Plant operation; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities. Operator: Certification as a Wastewater Treatment Plant Operator I or II licensed by the State of North Carolina; Trainee: Ability to obtain Certification as a Wastewater Treatment Plant Operator I within 12 months of Employment issued by the State of North Carolina. Possession of a valid North Carolina driver's license. Valid State DL

**EMERGENCY MEDICAL SERVICES**Listing Date: **October 28, 2009**

CODE	POSITION	SALARY	CLOSING DATE
104332064N	EMT-Paramedic	\$16.42 to \$26.28 HR	Open Recruitment

Two-person ambulance crew or solo paramedic operating an emergency medical response unit and administering emergency medical care to patients on-site and while en-route to hospital. **MIN REQ:** HS Grad/GED. Certification as a NC EMT-Paramedic; Basic Cardiac Life Support, Advanced Cardiac Life Support, Basic Trauma Life Support or Pre-hospital Trauma Life Support & Pediatric Advance Life Support. VALID DL

**EMERGENCY MEDICAL SERVICES**Listing Date: **October 21, 2009**

CODE	POSITION	SALARY	CLOSING DATE
104332064T	EMT-Paramedic – (Temp/Part-Time)	\$16.42 to \$26.28 HR	Open Recruitment

Two-person ambulance crew or solo paramedic operating an emergency medical response unit and administering emergency medical care to patients on-site and while en-route to hospital. **MIN REQ:** HS Grad/GED. Certification as a NC EMT-Paramedic; Basic Cardiac Life Support, Advanced Cardiac Life Support, Basic Trauma Life Support or Pre-hospital Trauma Life Support & Pediatric Advance Life Support. VALID DL

**EMERGENCY MEDICAL SERVICES**Listing Date: **January 2009**

CODE	POSITION	SALARY	CLOSING DATE
104332 T	EMT-Intermediate – (Temp/Part-Time)	\$14.70/hr	Open Recruitment

Two-person ambulance crew operating an emergency vehicle and administering emergency medical care to patients on-site and while en-route to hospital. **MIN REQ:** HS Grad/GED; NC EMT-Intermediate Certification; Certifications in Basic Cardiac Life Support, Advanced Cardiac Life Support, Basic Trauma Life Support or Pre-hospital Trauma Life Support & Pediatric Advance Life Support desirable. Valid State DL

**EMERGENCY MEDICAL SERVICES**Listing Date: **January 2009**

CODE	POSITION	SALARY	CLOSING DATE
104332 T	EMT – Basic (Temp/Part-Time)	\$12.98/hr	Open Recruitment

Two-person ambulance crew or solo paramedic operating an emergency medical response unit and administering emergency medical care to patients on-site and while en-route to hospital. **MIN REQ:** HS Grad/GED. Must have experience as an Emergency Medical Technician. Current certification as a NC Emergency Medical Technician required. Valid State DL

**CENTRAL COMMUNICATIONS**Listing Date: **January 2009**

CODE	POSITION	SALARY	CLOSING DATE
104375060N	Telecommunicator I	\$12.98 - \$20.77/hr	Open Recruitment

Operates communication equipment receiving alarm signals, telephone and radio calls; transmits information, dispatching appropriate public safety agency or agencies in response. Serve on assigned shift. **MIN REQ:** HS Grad/GED and 6 months experience in public safety communications. Certification from a nationally recognized telecommunicator training organization and DCI computer terminal certificate preferred. Valid State DL

**CENTRAL COMMUNICATIONS**Listing Date: **January 2009**

CODE	POSITION	SALARY	CLOSING DATE
104375 T	Telecommunicator I – (Temp/Part-Time)	\$12.98/hr	Open Recruitment

Operates communication equipment receiving alarm signals, telephone and radio calls; transmits information, dispatching appropriate public safety agency or agencies in response. Serve on assigned shift. **MIN REQ:** HS Grad/GED and 6 months experience in public safety communications. Certification from a nationally recognized telecommunicator training organization and DCI computer terminal certificate preferred. Valid State DL