



JOB POSTING: MAINTENANCE SPECIALIST – DEPARTMENT OF PUBLIC WORKS

The City of Jonesville is currently accepting applications for a Maintenance Specialist in the Department of Public Works. This position is under the direction of the Public Works Superintendent. Essential functions of the job include maintenance, repair and construction of the City streets, parks, and water facilities; repairing water meters; operating equipment to complete winter maintenance, including plowing and spreading salt and sand; perform yard waste and leaf pickup; performs building and grounds maintenance for various City facilities; operates a variety of equipment from hand tools to heavy equipment and vehicles; and assures that equipment is properly serviced and maintained. The successful candidate will have experience in construction, maintenance, or repair and will represent the City in a highly professional manner.

The position is full time, with frequent overtime for emergency and/or scheduled work. The City offers a comprehensive benefits package, including health, dental, vision and disability insurance; a defined contribution retirement program; vacation, sick, and personal leave; and twelve paid holidays. New hires are eligible for health insurance and retirement contributions beginning on the first day of employment. The wage range for the position is \$19.82 to \$25.86/hour, with the starting wage dependent upon qualifications.

A high school diploma, or a combination of a GED, training and experience is required. Candidates must possess and maintain a Class “B” CDL with airbrake endorsement, or demonstrate the ability to obtain one within 6 months of hire. Possession of a Michigan S-3 Water Distribution Certification is desirable; candidates with an S-3 Certification are eligible for a wage increase. A minimum of three years of experience in a related field is required.

The position will remain open until filled. Review of applications will begin following the close of business on October 8, 2025. Interested applicants must submit a cover letter, completed application form, and resume to:

Jeff Gray, City Manager
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250

OR:

jgray@jonesville.org

The required application form, as well as a complete position description, can be found on the City of Jonesville website at www.jonesville.org. Materials may be submitted in person, by mail, or email to the above addresses.

The City of Jonesville is an Equal Opportunity Employer.