

Town of Lake Park

JOB DESCRIPTION



To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description

Position: Facilities Maintenance Worker II

Department: Public Works

Pay Range: \$23.86 to \$38.17 per hour

Pay Grade: 70

FLSA Status: Non-Exempt

Job Summary:

Under the supervision of the General Infrastructure Foreman, the Facilities Maintenance Worker II performs skilled work involving the maintenance, repair, and improvement of municipal buildings, equipment, and infrastructure. This position requires hands-on experience across multiple trades, including HVAC, electrical, plumbing, painting, and carpentry. The employee works independently or as part of a team under general supervision and may provide guidance to junior staff.

Essential Job Functions:

- Perform repairs on indoor lighting systems and exterior lighting throughout the Town.
- Troubleshoot and repair HVAC systems.
- Resolve plumbing-related issues including unclogging, pipe repair, and fixture installation.
- Install, configure, and maintain cameras and video surveillance equipment.
- Install and repair interior and exterior doors, locks, and hardware.
- Adjust and program light timers at public facilities and schools.
- Assist with office relocations, including furniture assembly and equipment moves.
- Prepare and paint facility interiors and exteriors.
- Perform minor concrete repairs.
- Repair drywall and ceilings in municipal buildings.
- Accurately document work orders, maintenance logs, and task completions.
- Assist other divisions or departments as needed.
- Provide guidance and support to Facilities Maintenance Worker I staff.
- Perform other related duties as assigned.

Qualifications:

- **Education and Experience:**
 - High school diploma or equivalent preferred.
 - Minimum of four (4) years of relevant experience in facilities maintenance or a skilled trade.

- **Certifications:**
 - Valid Florida Commercial Driver's License (CDL), Class B or higher, is preferred.
 - Ability to obtain a valid Florida Class B Commercial Driver's License within six (6) months from employment.
 - No loss of driving privileges due to revocation, suspension, or denial of license within the past 24 months.
 - No convictions or adjudications withheld of three (3) or more moving violations in the previous 24 months.

Knowledge, Skills, and Abilities:

- Working knowledge of occupational hazards and standard safety practices.
- Proficient in general building maintenance across multiple trades.
- Ability to identify and troubleshoot problems efficiently.
- Skilled in the use of hand tools, power tools, and maintenance equipment.
- Capable of operating and maintaining HVAC and construction equipment.
- Ability to interpret and follow written and verbal instructions.
- Strong organizational skills and attention to detail.
- Ability to interact professionally with staff, contractors, and the public.

Physical Demands:

- Heavy work requires occasional exertion of up to 100 pounds occasionally, 50 pounds frequently, and 20 pounds.
- Required physical abilities include balancing, climbing, crouching, grasping, handling, hearing, lifting, pulling, pushing, standing, stooping, talking, and walking.

Work Environment:

- Work performed with exposure to adverse conditions such as dust, humidity, machinery, odors, rain, vibrations, and hazardous materials.
- Compliance with all Town safety policies and procedures is required.

The Town provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender/sex, age, national origin, disability, veteran status, sexual orientation, gender identity or expression, pregnancy, marital status, military status, genetic information or any other legally protected status. This philosophy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, termination, recall, transfer, leave of absence, compensation, and training.

How to Apply:

This position is open until filled. First review of applications will take place on March 9, 2026.

Please submit employment application to the Human Resources Department at:
humanresources@lakeparkflorida.gov

Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403

Applications can be downloaded from the Town's website at www.lakeparkflorida.gov.

Important: All applicants are subject to a criminal background check.

For more information, contact (561) 881-3300.