



Sutter County Human Resources  
**BUILDING SERVICES WORKER**

<b>SALARY</b>	\$20.83 - \$28.83 Hourly \$1,666.40 - \$2,306.40 Biweekly \$3,610.53 - \$4,997.20 Monthly \$43,326.40 - \$59,966.40 Annually	<b>LOCATION</b>	Yuba City, CA
<b>JOB TYPE</b>	Full-Time Regular	<b>JOB NUMBER</b>	SC2024-01387
<b>DEPARTMENT</b>	GENERAL SERVICES	<b>DIVISION</b>	Building Maintenance
<b>OPENING DATE</b>	10/31/2024	<b>CLOSING DATE</b>	11/30/2024 11:59 PM Pacific

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## JOB SUMMARY



The General Services Department is seeking a Building Services Worker to join their team.

Under general supervision, Building Services Workers perform a variety of semi-skilled maintenance, construction and repair work on County buildings; to use basic tools and equipment applicable to this work, may maintain a specifically assigned building for a specific County department, may assist grounds workers as required.

## EXAMPLE OF DUTIES

*The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other related duties may be required and assigned.*

1. Performs general maintenance and repair work on electrical equipment and wiring systems.
2. Cuts, bends, and threads conduit.
3. Repairs and maintains wooden buildings, sheds, roofs, cabinets, benches, and structures.
4. Installs windows, doors, cabinets, closets, and built-ins.
5. Repairs tables, chairs, and cabinets.
6. Prepares surfaces for painting.
7. Paints interior and exterior of buildings.
8. Loads and unloads supplies, material and equipment.
9. Performs other manual labor necessary for completion of a project.
10. Cleans and maintains basic tools used on the project.

## MINIMUM QUALIFICATIONS

Knowledge of: Standard methods, tools, equipment, and materials used in carpentry, general building maintenance work, electrical installation and repairs, and basic heating, plumbing and air-conditioning equipment maintenance and repair work; the methods of preparing surfaces for painting and the supplies used in painting.

Ability to: Perform semi-skilled building maintenance and repair work; care for and maintain tools properly; follow oral and written instructions; work cooperatively with others; plan preventive building equipment maintenance work.

Education and Experience: Training and experience equivalent to two years of experience in the maintenance, construction, and repair of buildings or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

## **SPECIAL REQUIREMENTS**

Essential Duties require the following physical skills and work requirements:

Requires the ability to exert a considerable amount of force frequently to lift, carry, push, pull, or otherwise move objects and to stoop, crouch, climb and lift in performance of manual labor; operate a variety of tools, equipment and vehicles used in performance of daily tasks; ability to work around electrical currents and/or hazardous materials in a safe manner; may be subject to uncomfortable working conditions including exposure to dust, noise, heat or cold.

License or Certificate: Must possess and maintain an appropriate, valid driver's license. Must maintain a driving record that will meet commercial insurance requirements.

### Recruitment Process

The recruitment process for this position includes completing an application and participating in oral interview(s). Please notify the Human Resources Department prior to the final filing date for this position if you believe you have a disability, which would make it difficult to participate in any portion of the recruitment process and would require reasonable accommodation. Sutter County reserves the right to require medical documentation concerning the need for accommodation. Offers of employment are contingent upon investigation of employment history, references, drug testing, medical review/exam and fingerprinting in addition to other appropriate requirements of the position.

**NOTE:** Sutter County utilizes E-Verify to confirm the eligibility of employees to work in the United States.

The County of Sutter is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodation to qualified individuals with disabilities. Sutter County encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

## **Benefits**

*Please turn mobile devices horizontal/landscape for best mobile viewing.*

**Full-time employees are eligible for benefits.**

**Extra-help employees working more than 30 hours per week MAY be eligible for some benefits.**

# COUNTY BENEFITS

General, Supervisory, and  
Professional Unit



## MEDICAL

Anthem and Kaiser

### Employee - Only

- High Deductible: Free
- PPO Plans: \$210 - \$465
- Kaiser: \$397 - \$476

### Employee + 1

- High Deductible: Free
- PPO Plans: \$433 - \$944
- Kaiser: \$814 - \$967

### Family

- High Deductible: Free
- PPO Plans: \$644 - \$1,370
- Kaiser: \$1,179 - \$1,398



## DENTAL

Delta Dental

Delta Care: Free

PPO + Premier 1000: \$19 - \$42

PPO + Premier 2000: \$26 - \$60



## VISION

VSP

Vision Core: Free

Vision Buy-Up: \$4-\$13

*Amounts listed are monthly contributions.  
Rates effective January 2024.*

## LEAVE BENEFITS

### Vacation

Starting at 11 days  
per year

### Holidays

14 days per year

### Sick Leave

12 days per year

## WELLNESS PROGRAM

### BeWell Sutter County

An employee engagement and wellness program developed by employees, for employees which encourages us to take charge of our own wellbeing. Exclusive perks for participation, including incentives up to \$525 per fiscal year.

### Blue Zones Approved Employer

Sutter County prides itself in our commitment to Workplace Wellness.

For more information visit:

<https://www.bluezones.com/>



## LIFE INSURANCE

### Basic Life Insurance

This benefit provides beneficiaries a lump sum when you die.

- Sutter County provides 75k of life insurance plus 5k dependent coverage, at no cost to the employee.
- Additional life insurance options offered at minimal cost to employee.

### Basic Accidental Death and Dismemberment (AD&D) Insurance

AD&D provides benefits for loss of a limb, speech, sight, or hearing, or accidental death.

- Sutter County provides 75k of AD&D insurance, at no cost to the employee.

## VOLUNTARY BENEFITS

### Accident Insurance

Helps offset unexpected medical expenses that can result from a fracture, dislocation, or other accidental injury.

### Critical Illness

Supplements your medical coverage by providing a lump-sum that you can use for direct and indirect costs related to a critical illness.

### Hospital Confinement Indemnity

Provides a lump-sum benefit for hospital confinement to help with deductibles and other expenses that are not covered by most major medical plans.

### Short-Term Disability Insurance

Replaces a portion of income if a covered accident or sickness prevents you from earning a paycheck.

## RETIREMENT

### Pension

PERS Retirement Plans

- Tier 2 Classic Formula 2%@60
- Tier 3 (PEPRA) Formula 2%@62

### Social Security

- Sutter County is one of few local government agencies that still contributes to Social Security.
- Social Security benefits provide monthly income when you retire and support your family when you die.

### Deferred Compensation 457 Program

- 457 plans are similar to 401k retirement plans.
- Employees may enroll and elect to contribute funds for retirement.
- The County will contribute \$25 biweekly for employees who are enrolled.

## SPENDING ACCOUNTS

### Flexible Spending Account (FSA)

Set aside pre-tax dollars to help pay for qualified out-of-pocket health care expenses. "Use it or Lose it" rule applies.

### Health Savings Account (HSA)

Set aside pre-tax dollars to pay for qualified medical expenses or save it and let it grow! No "use it or lose it" rule. The money is yours, always. Sutter County contributes \$86 monthly for enrolled employees, or \$172 for enrolled employees with dependents.

### Dependent Care FSA

Set aside pre-tax dollars to help pay for day care services.

### Need Help?

- For application or login problems, please click "Menu" on the upper left hand corner and select "[Help & Support](#)" or call the NeoGov/Government Jobs customer service hotline: (855) 524-5627. You will also find instructions on checking the status of your application on this site.

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#### Agency

Sutter County Human Resources

#### Address

1160 Civic Center Blvd., Ste. B

Yuba City, California, 95993

#### Phone

530-822-7113

#### Website

<https://www.governmentjobs.com/careers/SutterCounty>