

Department of County Assets Facilities and Property Management
401 N Dixon St Portland, OR 97227

ODE College to County Mentorship Program

SEASONAL TEMP POSITION: June through September

SALARY: \$15.00 hr. (20-40 hours per week, Monday-Friday)

LOCATION: Blanchard Building (401 N Dixon St Portland, Oregon)

Focus: Electrical

Department solicitation and Department or Division description:

The Facilities and Property Management Division (FPM) manages over 3.1 million square feet of owned and leased building space necessary for the efficient, safe and effective delivery of programs and services to the residents of Multnomah County. The quality of these services directly affect the functions within 131 buildings that are performed by 4,700 County employees serving the general public and partner Agencies co-located within the County's real estate portfolio.

Job Task Description:

- Generate documents to collect electrical field data
- Generate commissioning documents for electrical system(s)
- Collect electrical field data
- Research state of the art, preventative maintenance technologies
- Create and update one line diagrams
- Create Google sites and upload pertinent electrical data
- Perform miscellaneous duties

Knowledge/Skills/Abilities Required:

- Customer Service
- Knowledge of facilities maintenance

Special Requirements:

- Ability to pass a records check and be fingerprinted on or before the first day of employment.

Veterans' Preference: Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our veterans' preference website for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications in the box below. Clearly explain how those skills and/or qualifications apply.

Application Instructions:

Please fill out and submit an application for this position through the form also located at this website:<https://multco.us/diversity-equity/college-county-mentorship-program>

The deadline for submitting online application is March 20, 2015