



Employment Opportunity

JOB VACANCY OPENING

POSITION: Shop Helper

Jasper-Newton Electric Cooperative, Inc. is seeking qualified applicants for a **full-time position** of Shop Helper. Applicants should meet the following criteria to be considered.

Objective: To provide efficient service in the servicing of vehicles, assist in the mechanic shop or welding room, and provide custodial service for grounds.

Responsibilities:

Performs the following vehicle maintenance duties:

1. Fills vehicles with fuel and wash, checks crankcase oil level.
2. Keeps the necessary records on fuel and oil dispensed.
3. Washes, lubricates, and performs minor maintenance on vehicles as assigned.
4. Welding and fitting skills a plus.

Performs the following duties in the mechanic shop:

1. Assist mechanic or welders on maintenance jobs as assigned.
2. Cleans shop, wash rack, and adjacent areas as assigned.

Other:

1. Maintain DOT Driver License and follow all safety rules.
2. Attends safety meetings and is familiar with the hazards of his/her job and conscious of the safety of others.
3. Maintains good attitude and an acceptable personal appearance for good employee and member relations.
4. Must have good communication skills.
5. Performs other duties and assumes other responsibilities as assigned.

Only applicants meeting the above criteria need apply

Jasper-Newton Electric Cooperative Inc. is an equal opportunity employer: We offer an excellent benefits package with full-time employment. Compensation is based on experience.