



Kay Ivey
Governor

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
RSA UNION BUILDING
100 NORTH UNION STREET
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Kimberly G. Boswell
Commissioner

EMPLOYMENT OPPORTUNITY - REANNOUNCEMENT

JOB TITLE: Technical Services Specialist I

OPEN DATE: 3/8/2024

CLOSE DATE: Until Filled

JOB LOCATION: Department of Mental Health
RSA Union Building
100 North Union Street
Montgomery, Alabama 36130

NUMBER: 24-02

JOB CODE: M3500

SALARY

- Range 70 (\$37,612.80 - \$62,894.40 Annually).
- Salary will be commensurate with experience. Limitations apply to current State employees.

BENEFITS

- 12 paid holidays.
- 1 personal leave day accrued each January.
- 13 sick leave days.
- 13 annual leave days accrued in the first year of employment.
- Longevity bonus annually after 5 years of employment.
- Very low-cost health and dental insurance through the [Alabama State Employee Insurance Board](#).
- Defined retirement benefit (not impacted by economic downturns) and a pre-retirement death benefit through the [Retirement Systems of Alabama](#).
 - After 1 year, the minimum amount of the pre-retirement death benefit paid to your designated beneficiary is at least equal to your current or previous fiscal year annual salary.

MINIMUM QUALIFICATIONS

- Associate's degree in engineering technology, building science, building construction, or a closely related field, or certified in building inspection.
- 24 months or more experience in building maintenance, building inspections, or in the construction field.

OR

- 48 months or more experience in building maintenance, building inspection, or in the construction field.
- *Preference will be given to applicants certified in building inspection.*

SPECIAL REQUIREMENTS

- Must have a valid driver's license to operate a vehicle in the State of Alabama.
- Selected candidate must complete coursework and pass phase one (1) of the State Fire College exam to complete the working test period and continue employment.
- Promotional opportunity within the series will be contingent upon successful completion of coursework and passing of exams in all three (3) phases of the State Fire College exam at the State Fire College.
- The employee will be required to travel extensively throughout the state to perform onsite certification of facilities.



KIND OF WORK

- Enforces building code regulations, maintenance, and repair of life safety features in community mental health facilities.
- Provides consultation and technical assistance to service providers in regards to compliance with the minimum life safety standards for community mental health and programs for individuals with developmental disabilities required for certification.
- Assists in the development and maintenance of each facility's certification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of building maintenance and building materials.
- Knowledge of life safety codes and building codes.
- Ability to interpret and enforce regulations.
- Ability to communicate effectively, both verbally and in writing.
- Ability to interact with various officials and departmental heads.
- Ability to conduct overnight travel.

METHOD OF SELECTION

- Applicants will be rated based on an evaluation of their job-related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above.
- All relevant information is subject to verification.
- **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

[Click Here to Apply Now:](https://laserfiche.alabama.gov/Forms/ADMH-Job-Application)

<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>

Only work experience detailed on the application will be considered. Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

EQUAL OPPORTUNITY EMPLOYER

