



**City of Salisbury  
Department of Water Works  
Waste Water Treatment Plant**

**Computerized Maintenance Management System Technician**

Full time/M-F, 7:30 am – 4:00 pm

Salary: \$33,324

Full Range of Benefits

**Duties:** Programs and operates computerized maintenance management system (CMMS). Develops preventative maintenance schedules; generates work orders and distributes to section supervisors for completion; enters and tracks work orders; closes and files completed work orders. Assists with warehouse tasks such as ordering, receiving, unloading and stocking materials. Assists with site access, visitor logs, and acts as a contact for deliveries. Must have Forklift experience. Should be well versed in Microsoft Office Suite, CMMS, the Internet, e-mailing systems and other relevant software packages.

**Requirements:** High School diploma or GED or equivalent; Two years of experience in CMMS or equivalent training, education and or experience. Must be able to lift up to 40 lbs, pass a drug and background screening. Must have a valid driver's license.

**Closing Date:** Open until filled

**APPLY:** Submit **City application, resume, and certified copy of current driving record** to:

Human Resources Dept.  
125 N. Division St.  
Salisbury, MD 21801  
410-548-1065 Fax: 410-548-3748  
Web site: [www.salisbury.md](http://www.salisbury.md)  
E-mail: [jobs@salisbury.md](mailto:jobs@salisbury.md)

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