OFFICE OF RAPIDES PARISH CIVIL SERVICE

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Linda Sanders
Civil Service Director

Tina Goree
Administrative Specialist

Civil Service Board
Zebulon Winstead, Chairman
Christopher Hall, Vice-Chairman
Elizabeth Beard, Member
Devon Davis, Employee Member
Erin Guin, Member

JOB ANNOUNCEMENT NOTICE

#2026-20

Opening: **7/1/2026** Closing: **OPEN UNTIL FILLED**

CLASS TITLE	CLASS RANGE	MINIMUM SALARY
Mechanic I	**21**	**$40,011.73 annually** *+ benefits*

NATURE OF POSITION

- Maintain parish vehicles by completing preventative maintenance and updating parts.
- Repair and replace parts & assemblies (power/drive trains, electrical systems, air conditioning, fuel, emission, brakes, steering, and hydraulics).
- Overhaul, rebuild, and replace parts as necessary.
- Ensure vehicles meet all state and federal requirements.
- Maintain records of services and repairs.
- Ensure proper operation of shop equipment, troubleshoot breakdowns, and maintain supplies.
- Manage inventory.

COMPETENCIES/PHYSICAL DEMANDS

- Possess proven ability to learn and improve skills.
- Able to tolerate outdoor conditions and various types of weather.
- Able to stoop, kneel, balance, climb for tasks, and raise/lower objects up to 100 lbs.

NECESSARY QUALIFICATIONS

- High school diploma or equivalent.
- One (1) year related experience.
- Valid Louisiana Class B CDL.
- Must be available for recall to work after normal working hours due to emergencies.

REMARKS

1. **Must include a copy of your driver's license, high school diploma or equivalent, transcript, or DD214 with your application.**
2. **Applications must be submitted in person or via mail.**
3. **Apply** at **Rapides Parish Civil Service, 5610 Coliseum Blvd, Suite D, Alexandria, LA 71303. Download an application at www.rppj.com/employment.**
4. **Please post this Announcement on Department Bulletin Boards.**
5. **Applications will be accepted until this position is filled.**

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