



BOB RILEY
GOVERNOR

STATE OF ALABAMA
**DEPARTMENT OF MENTAL HEALTH
AND MENTAL RETARDATION**
RSA UNION BUILDING
100 N. UNION STREET
POST OFFICE BOX 301410
MONTGOMERY, ALABAMA 36130-1410



JOHN M. HOUSTON
COMMISSIONER

(REVISED)
ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT POSITION
EQUAL OPPORTUNITY EMPLOYER

ANNOUNCEMENT NUMBER: 07-06

JOB TITLE: Technical Services Specialist III

JOB CODE: M4500

DATE: 8/10/07

SALARY RANGE: (83) \$59,817 - \$91,264
Salary Increase by 3 1/2% effective 9/1/07

PCQ#: 8812691

JOB LOCATION: Department of Mental Health and
Mental Retardation
100 North Union St.
Montgomery, Al. 36130-1410

QUALIFICATIONS: Graduation from an accredited college or university with a degree in Architecture, Civil Engineering, Architectural Technology, Construction Management, or a related field. Must have **extensive experience (72 months or more)** in the field of architecture, engineering, construction, or a related field, including **experience (24 months or more)** in a supervisory or administrative capacity.

KIND OF WORK: This is advanced professional and administrative work in designing and reviewing plans and specifications pertaining to buildings, structures, and facilities within the state mental health system. An employee in this class is responsible for planning, directing, and coordinating the design, construction, maintenance and repair of designated structures. Work includes providing supervision of a staff for Life Safety and Technical Services personnel responsible for facility certification as well as other personnel involved in building construction. Other duties include meeting with public officials, and other personnel for the purpose of reviewing, revising, and analyzing technical detail, as well as preliminary and completed plans and specifications.

Technical Service Specialist III
(Continued)

NECESSARY SPECIAL REQUIREMENT: Candidate must also have a valid Alabama Driver's license.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of practices and procedures used in the design and construction of large buildings; Knowledge of building maintenance and building materials; Knowledge of state laws and building codes regulating building construction; Ability to interpret and enforce building regulations, contract specifications, life safety codes and guidelines; Ability to review, revise, and prepare plans and designs of a wide variety of larger building and structures; Ability to communicate effectively both orally and in writing; Ability to interact and maintain effective working relationships with various public officials, professional associates, private contractor personnel and DMH/MR department heads; Ability to travel extensively.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their training, experience, and education and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification.

HOW TO APPLY: Use an official *Application for Employment*, which may be obtained from this office, at any Department of Mental Health and Mental Retardation facility personnel office, or by visiting the website at: www.mh.state.al.us. Resumes will not be accepted in lieu of an official application. **ONLY WORK EXPERIENCE DETAILED ON THE APPLICATION FORM WILL BE CONSIDERED. ADDITIONAL SHEETS, IF NEEDED, SHOULD BE IN THE SAME FORMAT AS THE APPLICATION. PLEASE INDICATE THE TITLE AND ANNOUNCEMENT NUMBER OF THE VACANCY FOR WHICH YOU ARE APPLYING ON THE APPLICATION.** The application should be returned to the Department of Mental Health and Mental Retardation P.O. Box 301410 100 No. Union Street Montgomery, Al. 36130-1410 in order to be considered. Please have an official copy of transcript(s) forwarded to the personnel office at the above address.

DEADLINE: Until Filled.