



Job Title: Engineer Technician/Facility Maintenance

Status: Part-Time (30–32 hour work week)

Hourly Rate: \$17/hr.

Position Overview:

The Engineer Tech is responsible for maintaining all facility equipment, including commercial HVAC, plumbing, & electrical; and assist with general building maintenances including ensuring proper and efficient operation of all building systems and equipment.

Essential Duties and Responsibilities

Duties and Responsibilities may include, but are not limited to, the following:

- Maintains current knowledge in the field of facilities management and maintenance; follows all safety precautions and Commission policies and procedures.
- Ensures compliance with applicable building and safety codes, hazardous waste disposal, hazardous materials, etc.
- Operate heavy machinery (i.e. scissor lift/boom lift) or set up ladder to perform tasks above ground level.
- Detect needed repairs on buildings, grounds, and equipment by following established inspection procedures.
- Work with building principals and supervisors to complete projects.

Minimum Qualifications

Knowledge of:

- Electrical experience preferred.

- General techniques in plumbing and ventilating systems.
- Operating light trucks, pallet jacks, forklifts or other light power-driven equipment.
- Basic building repairs and maintenance including, but not limited to, painting, wall repair, carpet replacement, equipment installations, changing light bulbs, and other general labor activities.
- Microsoft Windows and other related computer operating systems/ programs.

Ability to:

- Lift up to 50lbs, bend, climb, and walk.
- Work in inclement weather and at various heights.
- Communicate clearly and concisely in written or oral form.
- Be physically and mentally fit to respond to emergency situations.
- Work a flexible work schedule including evenings and weekends and available on-call for emergencies by telephone/cell 24-hours per day.
- Work in confined areas. Walk, balance, or stand and occasionally stand for long periods of time.

Educational Requirement

High School/ GED or equivalent required. Additional Vocational training in any engineering, electrical, or maintenance education/certification is required (or) a minimum of three (3) years of mechanical engineering field experience including HVAC, electrical and plumbing or equivalent education/certification.

License

Possession of or ability to obtain a valid Driver's license.