



**Job Title:** Engineer Technician/Facility Maintenance

**Status:** Full-Time

**Non-Exempt Salary:** \$37,000-\$41,000

**Position Overview:**

The Engineer Tech is responsible for the following while tending to event client needs- 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.
- Coordinate and monitor status of work orders, estimates, requests, and purchase materials and equipment.

## **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.