



School Maintenance Technician

Description:

The School Maintenance Technician's primary role is to be responsible for performing highly diversified duties to install, troubleshoot, repair and maintain facility equipment according to safety, predictive and productive maintenance systems and processes to support the achievement of the school's goals and objectives. Use of personal vehicle as well as school equipment is required.

The School Maintenance Technician reports directly to the Facilities Coordinator and is a full-time position.

Qualifications:

This person must have a high school diploma/GED and completion of a craft apprenticeship, or an equivalent number of years of education and experience. This person must be able to manage time effectively and must be highly motivated and able to work independently. An AA degree in mechanical, electrical, or industrial maintenance is beneficial. At least four (4) years of maintenance experience; HVAC is preferred.

This person must demonstrate a strong, growing relationship with Jesus Christ, an affinity to working with others, and a professionalism that embodies the vision of the school.

Responsibilities:

- Perform highly diversified duties to install and maintain school facility's equipment.
- Provide emergency/unscheduled repairs of school facility's equipment and perform scheduled maintenance repairs of school facility's equipment.
- Perform simple cleaning duties and responsibilities.
- Maintain cleanliness of grounds by sweeping and/or rinsing entry ways, and picking up trash.
- Perform tasks including, but not limited to, mechanical, electrical, pneumatic, HVAC, troubleshooting and repair of school facility's machines.
- Read and interpret equipment manuals and work orders to perform required maintenance and service.
- Diagnose problems, replace or repair parts, test and make adjustments.
- Perform regular preventive maintenance on machines, equipment and school facilities.
- Perform a variety of plumbing maintenance and carpentry functions.
- Use a variety of hand and power tools, electric meters and material handling equipment in performing duties.
- Detect faulty operations, defective material and report those and any unusual situations to proper supervision.
- Setup and breakdown equipment for school events.
- Work regular schedule, with occasional deviation from normal hours.
- Comply with safety regulations and maintain clean and orderly work areas.
- Perform all other duties as assigned or needed.