



Title: Maintenance Technician
Department: Facilities Maintenance

FLSA Status: Non-Exempt
Updated: 2/2023

General Definition of Work

Performs intermediate work in the maintenance and repair of buildings and facilities, and related work as apparent or assigned. Work is performed under the moderate supervision of Facilities Director.

Essential Functions

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

- Cleaning facilities and other buildings; cleaning restrooms and ensuring materials are stocked, clean floors, empty trash, paint, fix walls, wax floors, wash windows, dust, and vacuum.
 - Perform routine maintenance on all county vehicles.
 - Maintain all county buildings including fixing pumps for the boiler, fixing vav's for the HVAC and working on air conditioners; maintain mowers and leaf blowers;
 - Perform grounds work on county property including mowing, weed whipping, landscaping, tree trimming, spraying, and snow and ice removal.
 - Operate equipment, mowers, blowers, skid steer, trucks, cars and occasionally tractors and dump trailers.
 - Maintain all safety equipment and books; check fire extinguishers, AED's SDS book, safety cabinets, and maintain all fire suppression systems and smoke alarms.
 - Fix and maintain office equipment.
-

Knowledge, Skills and Abilities

General knowledge of building systems; general knowledge of the common practices, tools and terminology of the electrical and plumbing trades; general knowledge of characteristics and use of common building materials; general knowledge of the hazards and safety precautions associated with the work; skill in the use of tools and equipment; ability to follow oral and written instructions; ability to estimate needed materials and time required for various jobs; ability to operate computer equipment including ability to operate specialized software; ability to compute rates, ratios and percentages; ability to understand and follow simple oral and written directions; ability to establish and maintain effective working relationships with associates.

Minimum Qualifications

High School diploma or GED.



Special Qualifications

Boiler License Class Special
Valid driver’s license in the State of Minnesota.

Working Conditions

The characteristics listed below are representative of the physical demands, physical agility, sensory requirements, and environmental exposures required by an individual to successfully perform the essential duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

- Employees sit some of the time but always walk or stand for periods of time.
- This classification regularly involves physical agility requirements such as: climbing, stooping, kneeling, crouching, crawling, reaching, pushing, pulling, repetitive motions and manual dexterity.
- Sensory requirements include standard vision requirements; vocal communication is required for conveying detailed or important instructions to others accurately, loudly or quickly; and hearing is required to receive detailed information through oral communication and/or to make fine distinctions in sound.

Physical Exertion (Pounds)	
Up to 10	Frequent
Up to 25	Frequent
Up to 50	Regular
Up to 100	Occasional
100 or more	Occasional

Environmental Exposures	
Work near moving mechanical parts	Regular
Work in high, precarious places	Frequent
Toxic or caustic chemicals	Occasional
Outdoor weather conditions	Frequent
Extreme Cold, non-weather	Frequent
Extreme Heat, non-weather	Frequent
Noise Level	Moderate

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.



«Project_Title»
Job Description