



TITLE: Maintenance Utility Technician

STATUS OF EMPLOYMENT: Full-time, Year Round

SALARY CLASSIFICATION: Hourly - Grade I6

BENEFITS: Hourly Employee Benefit Package

GENERAL STATEMENT OF DUTIES:

The Maintenance Utility Technician maintains and enhances Park District's lands and facilities by performing semi-skilled and skilled jobs in a manner, which assures the highest standard of maintenance, safety and service to the public. Responsible for maintaining buildings and structures and to keep the electrical, mechanical, plumbing facilities and equipment in good working conditions. Assist with the construction of park improvement projects.

SUPERVISION RECEIVED:

Reports directly to the Operations Service Manager, to the Project Manager, to the Fleet Manager, or other designated supervisor.

SUPERVISION EXERCISED:

May be called upon to provide work direction to park technicians I/II/III, maintenance/utility technicians and seasonal maintenance employees.

DUTIES AND RESPONSIBILITIES:

Essential Functions:

1. Performs various skilled and semi-skilled duties required to maintain buildings and structures and to keep the electrical, mechanical and plumbing facilities and equipment in good working order.
2. Skillfully operates trucks, dump trucks with or without air brakes and with or without equipment trailers, tractors, mowers and various tools, equipment and machinery used in park maintenance and development functions.
3. Proficiently performs all of the duties of a Park Technician II, as assigned.
4. Assist with the construction of certain park improvement projects and rehabilitation of park facilities.
5. Installs and makes repairs on vehicles, machines, and mechanical equipment.
6. Recover equipment using specialized equipment, as capable and assigned
7. Installs and makes repairs on electrical, plumbing, heating and cooling systems.
8. Makes repairs on buildings and structures including carpentry, masonry and painting repairs. Makes welding repairs on equipment and structures. Performs metal design and fabrication using plasma cutters, welders, etc.

9. Estimates cost of various repairs.
10. May be assigned to solicit quotes for parts, materials & services.
11. Makes purchases and coordinates services, working within established budget and purchasing guidelines.
12. Paint and stain structures, signs, building's interior/exterior and parking lots.
13. Carries out duties and responsibilities in safe and efficient manner to maintain safe work environment and surrounding area. Responds to hazardous situations and/or potentially unsafe conditions by taking corrective action, and promptly notifying supervisory personnel. Participates in the safety and risk management programs of the Park District.
14. Notifies supervisor of key issues promptly, and advised of work that needs to be done and progress of assigned jobs.

Other functions:

1. Proficiently performs all of the duties of a Park Technician II, as assigned.
2. Instruct/trains other employees in the trade/skill or operation of a wide range of tools/equipment. Provides work direction, changes work assignments, and corrects work activity of other technicians or seasonal maintenance employees when assisting the maintenance utility technician carry out his/her job duties.
3. Continue toward self-improvement by participating in ongoing training, seminar/conference and related coursework.
4. Performs related duties as apparent or assigned.
5. Assists in special events and activities offered by the Park District.

QUALIFICATIONS:

1. Education:

Graduation from High School or GED required. Specialized training in automotive and construction trades preferred.

2. Experience:

- Minimum of (3) years of experience performing mechanical, plumbing, heating, cooling equipment maintenance, and competent mechanical aptitude. Experience in the operations of dump trucks with air brakes, and with or without trailers required.

3. Knowledge and abilities:

- Ability to perform one or more of the skilled or semi-skilled jobs listed above. Ability to work without close supervision.
- Ability to perform a wide range of maintenance and simple construction tasks, some of which include heavy manual labor, outdoors in all weather conditions.
- Ability to operate and perform routine maintenance on vehicles and equipment.
- Knowledge of and ability to use standard hand and power tools used in the maintenance of park lands, buildings, facilities and equipment, and in the construction of park improvements.
- Knowledge of the hazards and safety precautions in loading, hauling, unloading heavy and unstable loads.
- Working knowledge of basic mechanical, plumbing, heating and cooling equipment and a good mechanical aptitude.

- Ability to exercise good judgement.
- Ability to read and interpret written and oral plans, designs and instructions.
- Ability to work from ladders, scaffolds and aerial lifts.
- Basic computer skills for researching, communicating and documenting.
- Demonstrated ability to exhibit leadership consistent with teamwork approach that recognizes contribution of all employees.
- Demonstrated emotional intelligence to include: demonstrated self-awareness and accurate self-assessment, demonstrated positive attitude, demonstrated sensitivity and empathy, demonstrated openness, reliability, trust and consistency.

4. Required Licenses/Certifications/Training:

- State of Ohio Commercial Driver's License, Class A required with driving record in compliance with Park District's policies.
- First Aid and CPR certification required within first year of employment.
- Trench and excavation competent person certification within 2 years of employment.
- Load Securement training within 1 year.
- Confined space training within 2 years of employment.
- Certification in HVAC, electrical, ASE, plumbing, welding preferred.

5. Physical Requirements:

Physical condition adequate to perform all related duties and assignments.

Essential Physical Demands and Working Environment

While performing the duties of this job, the employee is regularly required to stand, walk (often on uneven terrain), talk and hear. The employee frequently is required to use hands to finger, handle or feel and is required to reach with hands and arms. The employee is required to sit; climb or balance; stoop, kneel, crouch or crawl. The employee may be exposed to high, precarious places. The employee must regularly lift and/or move up to 50 pounds and may occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. While performing the duties of this job, the employee is regularly exposed to moving mechanical parts; extreme outside weather conditions including temperature, humid and wet; fumes or airborne particles; and confined spaces. The noise level of the working environment may often be loud.

CONDITIONS OF CONTINUED EMPLOYMENT:

Must successfully complete a 180 day probationary period. Promoted employees must successfully complete a probationary period per the collective bargaining agreement.