



Job Title: **Preventive Maintenance Technician**

Department: **Maintenance Services**

Supervisor: **Preventive Maintenance Foreman**

Lane Placement: **ESP Lane 3**

Schedule: **8 hr/ 245 days** Evaluation Group: **JCES 6**

FLSA Classification: **Non-exempt**

JOB DESCRIPTION

Under the supervision of assigned Trade lead person and the Preventive Maintenance Foreman, the **Preventive Maintenance Technician** performs assigned preventive maintenance tasks throughout the District and may assist journey-level technicians in performing minor to moderate maintenance tasks as assigned.

ESSENTIAL FUNCTIONS

- Performs daily work assignments. Work assignments include all aspects of preventive maintenance duties.
- Performs preventive maintenance duties and tasks to all aspects of HVAC equipment, pumps, chiller equipment and cooling towers, variable frequency fans, air compressors, univents, heating units, swamp coolers and drinking fountains.
- Performs preventive maintenance duties and tasks to kitchen equipment.
- Completes assignments in a cost efficient and timely manner.
- Keeps equipment in proper and safe working order.
- Provides support services for other trades as assigned.
- Must follow proper operating, construction and repair procedures to minimize possibility of danger and/or injury.
- May direct temporary workers.
- Drives and operates various Maintenance vehicles and equipment.
- Shift work may be required.
- Will be called to respond to routine and emergency duties as required.
- Predictable and reliable attendance.

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

NON-ESSENTIAL FUNCTIONS

- Other duties as assigned.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an employee assigned to this position.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the education, knowledge and experience requirements; the machines, tools and equipment used; background; and any licenses or certifications required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

QUALIFICATION REQUIREMENTS

- Incumbent must be fingerprinted and clear a criminal background check.
- Requires High school diploma, GED or equivalent as reviewed by the department of Human Resources. Verification may be requested.
- Requires valid Utah Driver license.
- Must demonstrate competence in reading, writing, and basic mathematics.
- Ability to provide light maintenance for tools and equipment used.
- Good interpersonal skills.
- Must be able to follow directions.
- Ability to follow safe procedures and use care in general activities in use of tools and equipment.
- Must demonstrate knowledge of M.S.D.S. safety procedures.
- Requires minimum six months previous work experience with demonstrated competence in specific trade.
- Must provide references demonstrating dependability, integrity, and productivity.

NOTE: The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.

PHYSICAL REQUIREMENTS---Not limited to the following:

- Work requires physical exertion (e.g. lifting and moving equipment and materials up to 75 pounds, climbing, working in high and/or awkward positions).
- May use some chemicals that are potentially hazardous.
- Activities may involve outdoor work in all weather conditions.

- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Possess the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, and interaction with critical personnel.

Note: This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented in accordance with the requirements of the job.

All employees are required to participate in the District evaluation process.
It is the employee's responsibility to review and adhere to all district policies and procedures.
This information may be reviewed at www.canyonsdistrict.org

ADA _____

HR _____

Effective date: 6/10/2020