

FNSBSD JOB DESCRIPTION	
Job Title: Maintenance Technician	
Supervisor: Maintenance Foreman or Assistant Director of Facilities Management	Classification: Classified (ESSA)
Days/Months: 12 months	Grade: 13

### **Job Summary**

Technicians will perform a variety of skilled to highly skilled work in one or more of the following building trades: building controls, electrical, heating plants, heating-ventilation-air conditioning (HVAC), and plumbing as well as other duties as assigned.

### **Essential Job Functions**

**Electrician:** Performs journeyman level installation and repair of electrical fixtures, wiring, electrical controls, and miscellaneous electrically operated equipment. Applies acceptable practices in the field and follows all applicable codes. *\*License required.*

**Pipefitter:** Installs and maintains high-pressure piping systems in the District. Assembles, welds, reshapes, and cuts piping components using cutting saws, torches, and pipe threaders. Installs various piping in meters, compressors, pumps, hydraulic, and pneumatic controls. Applies acceptable practices in the field and follows all applicable codes.

**HVAC Technician:** Performs all types of mechanical work on heating plants, fans, pumps, actuators, pneumatic, and direct digital control systems, write and implement sequence of operations at a journeyman level. Applies acceptable practices in the field and follows all applicable codes and standards.

**Plumber:** Performs journeyman level work on all types of mechanical systems including maintenance and repair of heating, domestic water, waste and vent, HVAC, sprinkler and fuel distribution systems. Applies acceptable practices in the field and follows all applicable codes and standards. *\*License required.*

**Boiler Technician:** Performs journeyman level work including annual preventive maintenance and tuning of cast iron and fire tube boilers. Works with building control systems, boilers, pumps, and HVAC systems. Applies acceptable practices in the field and follows all applicable codes and standards.

### **Non-Essential Job Functions**

Performs other job-related duties as assigned.

### **Equipment Used**

Hand and power tools, test equipment, laptop, and desktop computers associated with a skilled trade at a journeyman level.

### **Independent Decisions**

Technicians must exercise good judgment with little or no supervision in the field, and bring problems requiring the involvement of the supervisor to their attention.

**Primary Working Contacts**

Frequent contact with other departments and staff to clarify work order requests and investigate emergency problems; Technicians will have occasional contact with other government agencies, civilian and military fire department personnel, parts vendors, and code enforcement officials.

**Responsibility for Cash, Equipment, Safety**

Technician is responsible for the safe use and care of District tools, equipment, vehicles. Follows all safe work practices. Occasionally responsible for small amounts of cash and for high value District property.

**Supervision Received and Exercised**

Receives instruction from supervisors orally and/or by written work order. Technicians work with limited supervision.

**Unusual Working Conditions**

Extreme temperatures and humidity are encountered frequently in mechanical rooms, electrical rooms, pipe chases, ceiling spaces, etc., during travel to work sites and in the completion of outdoor assignments during cold weather. Work from ladders, man lifts, in tight spaces, in ceiling spaces, and with heavy equipment is required. Some trade areas within this job description may require the use of a respirator. Such trade areas may require sufficient pulmonary and respiratory health to use a respirator and may preclude full beards or other obstructions preventing a positive facial fit for half-face or full-face respirators.

**Evaluation**

Annual written evaluation.

**Physical and Mental Demands**

The physical demands of this position require frequent standing, walking, sitting, speaking, and hearing. Requires visual acuity to operate equipment and read technical and safety information. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 70 lbs. at least waist high. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Must have physical fitness, strength, agility, and stamina to work on ladders, scaffolding, and roofs; be able to be on their feet for prolonged periods, and to do light to medium manual tasks such as digging, snow shoveling, and furniture moving in a safe manner. Must have dexterity of hands and fingers to operate tools and equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

*The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.*

**Job Qualifications**

The following are required:

1. High school diploma or GED equivalent.
2. *For electrician or plumber positions only:* successful completion of a vocational technical school or recognized apprenticeship training program in the respective trade.

3. Four (4) years of experience in the specific trade at a journeyman level or work experience, which demonstrates an ability to perform at a journeyman level in the desired trade.
4. Must possess good oral and written communication skills in English.
5. Must possess knowledge of current craft techniques, working knowledge of pertinent building and fire codes, computers and programs associated with the craft, basic math and algebra.
6. Must be able to read, understand, and evaluate blueprints, specifications, operating and maintenance manuals and transfer that knowledge to field repairs; must have the ability to make decisions, use safe procedures, work under adverse environmental conditions, plan, layout, and complete complex assignments; must have the ability to operate a wide variety of hand and power tools, equipment and diagnostic equipment and be able to perform heavy lifting (at least 70 lbs.).
7. Must keep any required state certificates or licenses necessary to perform work in the desired trade current.
8. Must hold and maintain a valid State of Alaska driver's license and the ability to receive and maintain access to military bases.

The following is preferred:

1. Good general working knowledge of building and trades work in other fields in order to work in crafts outside field of expertise, assisting fellow employees from time to time.

#### **Additional Job Information**

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

**The Fairbanks North Star Borough School District is an Equal Opportunity Employer.**