
Auburn University Job Description

Job Title:	Maintenance Mechanic 4H Center	Job Family:	No Family
Job Code:	CA34	Grade 31:	\$31,300 - \$52,100
FLSA status:	Non-exempt		

Job Summary

Responsible for the maintenance and repair of buildings, grounds, and facilities at the Alabama 4H Center.

Essential Functions

1. Installs, troubleshoots, and repairs numerous types of HVAC systems and equipment to maintain environmental systems at a comfortable level through center lodging, meeting, and dining spaces.
2. Installs, troubleshoots, and repairs numerous types, models, and makes of commercial kitchen equipment to support the 4H Center's commercial food operation services.
3. Installs, troubleshoots, repairs, and maintains numerous outdoor campus lighting systems for the safety and security of campers and staff.
4. Installs, troubleshoots, repairs, and maintains plumbing systems campus-wide, including pressurized potable water, sanitary sewer, and storm water systems, in order to maintain adequate sanitation services throughout the 4H Center.
5. Maintains indoor and outdoor surfaces in regards to painting structures and objects. Maintains professional appearance of the 4H Center extending service life through proper surface prevention and maintenance.
6. Troubleshoots, repairs, and maintains all vehicles, lawn care, and farm maintenance equipment to enable serviceable equipment in support of large outdoor areas.
7. Performs basic carpentry tasks such as wood and metal framing; installing or replacing doors, windows, locks; roofing, flooring, etc. Maintains buildings campus wide for function, safety, and appearance.
8. Assists groundskeepers as needed to maintain campus grounds.
9. Services and maintains all elements and facilities of the environmental sciences and education programs to support education programs at multiple sites around the 4H Center.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

Auburn University Job Description

Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School Diploma or equivalent
Experience (yrs.)	5	Experience in building maintenance, mechanics, electricity, HVAC, plumbing, carpentry, painting, and groundskeeping.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of basic electrical codes and procedures, basic knowledge of all phases of construction practices, knowledge of mechanics and operations of all hand tools, and groundskeeping equipment.

Certification or Licensure Requirements

Certification as a Universal Refrigerant Technician, Valid Driver's License.

Physical Requirements/ADA

Frequent heavy or intense physical requirements, combined with exposure to a number of disagreeable elements, such as heat, cold, noise, dust, dirt, chemicals. Injury may require professional treatment or hospitalization. Constant precautions required.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, climbing or balancing, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

Job occasionally requires sitting, stooping/kneeling/crouching/crawling, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 3/7/2017
