Auburn University Job Description

Job Title: Asst Dir, Maintenance
Job Code: NC76
FLSA status: Exempt

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

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Four-year college degree</td>
<td>Degree in Building Science, Architecture, Engineering, or related field</td>
<td></td>
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<tr>
<td>Experience (yrs.)</td>
<td>7</td>
<td>Experience in construction, maintenance, and project management. 5 years experience must be leading and managing within a large facilities organization and in managing a large facilities maintenance or construction program at the senior management level.</td>
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</tbody>
</table>

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 program and project management, construction and maintenance practices, processes, and procedures, building codes related to ADA, OSHA, and environmental agency requirements.

Certification or Licensure Requirements
Valid Driver's License

Physical Requirements/ADA

Regularity involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set or revised on short notice; frequent shifts in priority; numerous interruptions requiring immediate attention; unusual pressure on a daily basis due to accountability for success for major projects or areas of operation.

Job frequently requires standing, walking, sitting, reaching, climbing or balancing, talking, hearing, handling objects with hands, .

Job occasionally requires stooping/kneeling/crouching/crawling, and lifting up to 50 pounds.

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

Date: 9/9/2010