



NEW: Submitted:
07/01/2019 05/14/2019

JOB TITLE:	LEAD TECHNICIAN PREVENTATIVE MAINTENANCE NUTRITION SERVICE CENTER
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	1B, GRADE 11
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8373
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES

Primary technician responsible for Preventative Maintenance on building and equipment at the nutrition service center. Assist in installation, repair, and maintenance of commercial food production, handling, storage, packaging and related equipment, appliances, and building systems. Coordinates with Lead Tech on ordering and maintaining stock of items necessary for preventative maintenance, repairs, priorities and processes.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Coordinates preventative maintenance with lead technician to ensure efficient workflow and high level of performance for facility and equipment

Coordinates and supervises contracted maintenance and repairs on building and equipment service

Assists in ordering of replacement parts and supplies

Changes filters and services air handlers and exhaust hoods on rooftop units

Lubricates, services, and cleans exhaust fans

Performs preventative maintenance on equipment as required by manufacture specifications

Assists in repair and replacement of all equipment as needed

Maintains air compressors needed for pneumatic equipment

Maintains a Hazard Analysis and Critical Control Points environment

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

PHYSICAL DEMANDS

This work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work requires the feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires activities involving being around moving machinery, driving automotive equipment, exposure to marked changes in temperature and humidity, and exposure to dust, fumes, and gases.

MINIMUM QUALIFICATIONS

High School Diploma or GED

Three (3) years of experience in maintenance of commercial food service equipment or equivalent

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS

Master electrical or plumbing license

Experience working in a Hazard Analysis and Critical Control Points environment

Valid Universal Certification for refrigerants removal, recycling and purchasing
Valid Kentucky HVAC Journeyman's license
Experience in a diverse workplace