

San Jose Jet Center & ACM Aviation, LLC

Job Description

Job Title: Facilities Maintenance Technician III
Department: Property
Reports to: VP of Facilities, Contracts, & ASD
FLSA Status: Non-Exempt
Approval Date: May 18, 2005

Position Summary: Performs basic facility-engineering activities in areas of janitorial, electrical, carpentry, painting, plumbing, landscaping and refrigeration. This position reports to the Vice President of Facilities, Contracts and ASD.

Qualifications: To perform this job successfully, an individual otherwise qualified must be able to perform each overall duty and responsibility satisfactorily. The requirements listed below are representative of the knowledge, skill, additional qualifications, and/or ability required.

Overall Duties and Responsibilities include the following: Other duties may be assigned.

1. Promote and maintain a positive image of San Jose Jet Center and ACM Aviation at all times to all personnel, members, volunteers, vendors and the community
2. Maintain and/or install plumbing fixtures, line valves, sewer storm drains, and waste disposal equipment.
3. Follow safety policies and procedures.
4. Assist in preparing job estimates as required.
5. Repair and modify compressors and steam cleaning equipment.
6. Construct building additions, partitions and modifications and make or repair wooden items such as cabinets, shelves and test stands.
7. Paint interior and exterior surfaces.
8. Cut and maintain lawns and/or grass. Rake and maintain leaves, plants, flowers, trees and shrubs. Maintain landscaping of facility as required.
9. Clean and maintain buildings/facilities as necessary.

Additional Qualifications:

Must have three to five years of experience in janitorial, landscaping, electrical, plumbing and carpentry. May be required to complete an apprenticeship and/or formal training in area of specialty. Must possess basic understanding of the English language for speaking and writing. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: Requires a high school diploma and may require a certificate in Electronics, Plumbing or Carpentry, and at least three years of related experience or equivalent combination of education and experience.

Certificates, Licenses, Registration: Must have a valid California Driver's License.

Physical Demands: While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds by themselves, occasionally above head. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment: While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to fumes or airborne particles. The employee occasionally works in high, precarious places and is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually loud. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EMPLOYEE'S NAME (PRINT): _____

EMPLOYEE'S SIGNATURE: _____

DATE: _____