

California State University, Fresno Foundation

MAINTENANCE TECHNICIAN – FRESNO STATE STUDENT HOUSING

JOB ANNOUNCEMENT #19-008

POSITION & SUMMARY:	<p>Full-time, benefited position for Fresno State Student Housing through the California State University, Fresno Foundation. This position is responsible for the general maintenance, operation and repair of equipment, including troubleshooting, for all operating units within the Student Housing Buildings. This includes but not limited to, electrical, plumbing, carpentry, painting, furnishings, upkeep, building structures, fixtures, and equipment. Cooperates with central Plant Operations personnel and assists in the upkeep and repair of HVAC equipment. This position also works cooperatively with the entire Student Housing staff in fulfilling the mission of Fresno State Student Housing.</p>
ESSENTIAL JOB FUNCTIONS:	<p>Under the direction of the Director, the Maintenance Technician will be responsible for the following functions. Typical duties include, but are not limited to:</p> <p><u>General Building Maintenance Management:</u></p> <ul style="list-style-type: none">• General knowledge of the operation of equipment• Performs regular building inspections and reports and makes recommendations to the Director of Housing• Repairs and maintains building structures, infrastructures, equipment, and furnishings• Inventories and orders parts and materials required for maintenance of the buildings• Is responsible for scheduling routine services/preventative maintenance with outside companies• Secures and manages building service/maintenance and grounds contracts• Inspect building, grounds and furnishings to assure compliance with all relevant health, ADA, building, safety and industrial codes that regulate operator and to assess general maintenance needs. <p><u>Lighting:</u></p> <ul style="list-style-type: none">• Performs daily inspections, upkeep and repair of lighting within the facilities• Analyzes and makes recommendations on retrofitting and/or replacement of light fixtures• Inventories, orders, receives, purchases, and picks up materials for lighting maintenance <p><u>Electrical:</u></p> <ul style="list-style-type: none">• Repairs and maintains electrical systems and equipment, both single and three phase such as motors, switches, and wiring• Responsible for minor electrical repairs including extension cords, lighting fixtures, receptacles, timers, relays, circuit breaker panels and circuit alterations. <p><u>Plumbing:</u></p> <ul style="list-style-type: none">• Maintains and repairs plumbing fixtures and related piping and valves associated with lavatories, basins, toilets, and urinals• Repairs landscape irrigation systems as needed; Responsible for the upkeep of all plumbing systems including domestic water, fire sprinkler system, irrigation, gas, building drain, waste, and vent• In conjunction with the Plant Operations Engineer, maintains and repairs chilled and hot water piping system <p><u>Carpentry:</u></p> <ul style="list-style-type: none">• Performs structural repairs as needed, including wood frame, steel frame, drywall, plaster, veneer paneling, and trim; Repairs and replaces doors and partitions• Repairs and rebuilds wood frame furniture• Designs and constructs wood furnishings and structures as needed

	<p><u>Painting/Finishing:</u></p> <ul style="list-style-type: none"> • Inspects and determines the need for the painting and finishing of surfaces and furnishings • Applies paints and finishes such as latex, oil base, lacquer, polyurethane and urethane paints and finishes in accordance with approved and recommended standards <p><u>Renovation/Remodeling:</u></p> <ul style="list-style-type: none"> • Performs minor in-house remodeling projects <p><u>Landscaping:</u></p> <ul style="list-style-type: none"> • Works with Facilities Management and outside vendors on overseeing and maintaining the landscaping needs of the Student Housing grounds • Reports any outside pole lights, sprinkler issues, etc. <p><u>Other Responsibilities:</u></p> <ul style="list-style-type: none"> • Maintain the lock system on all Student Housing buildings and rooms, ensures proper functioning and working order of locks and security of doors. • Works with Student Housing accounting office on the eviction process of residents. • Works on the annual budget with the Student Housing Director <p><u>On Call:</u></p> <ul style="list-style-type: none"> • Serve on call 24 hours, seven days a week, and must be available to have staff respond and give direction or coordinated response of any outside contractor needed for any emergency related to the facilities area. • Performs other duties as assigned.
QUALIFICATIONS & EXPERIENCE:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • High School Diploma or equivalent required. • Two (2) years of recent and comprehensive experience in facility maintenance and repair. • Demonstrated ability to use a variety of hand tools, power tools, and maintenance equipment. • Three (3) to five (5) years recent, comprehensive experience in facility, maintenance/repair, preferred. • Two (2) years supervisor experience preferred. • Trade school, college, or other specialized training and certifications in electrical and electronic fields and building trades highly desirable. • Must possess valid driver's license.
SALARY/BENEFITS:	<p>\$16.35 - \$18.27 per hour, DOE. Benefits include health, dental, vision and life insurance; vacation, sick leave and holiday pay.</p>
FILING DEADLINE:	<p>Application review begins February 22, 2019; open until filled.</p>
TO APPLY:	<p>Please visit the Auxiliary Human Resources page at www.auxiliary.com for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person to:</p> <p>California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Ave. (there is no suite number) Fresno, CA 93710 Fax: (559) 278-0988</p> <p>E-mail completed application & resume to: HRAUX@LISTSERV.csufresno.edu</p>

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.

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