

Preserve Lead Maintenance Mechanic- IP

Job Type: Regular



Open Date: 10/31/22

Primary Recruiter: Jessica Brown

Close Date: 11/08/22 at 12 a.m.

Compensation: \$26.83 per hour

Level ID: 7253 Facilities

Location: Springs Preserve

Hours of Work: 5/8's, 7 am-3:30 pm, Tues-Sat

The ideal candidate will provide direction and training to assigned employees, establish and maintain efficient work plans and schedules, and identify and ensure prompt resolution of safety issues and hazardous conditions.

INTRODUCTION: Human Resources will screen applications and supplemental questionnaires. Candidates possessing the strongest skills and experience for this position will be forwarded to the hiring department for further evaluation and to determine who will be invited to the formal interview process. The successful candidate may be required to pass a job-related physical evaluation.

GENERAL PURPOSE

Under general supervision, provides lead work direction and guidance and performs a variety of skilled facilities maintenance and repair duties to ensure Preserve facilities and equipment are maintained in a safe, sound operational condition and buildings are clean and sanitary for Preserve visitors and guests; leads and participates in providing support for Preserve special events; and performs related duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

Principles, methods, equipment and hand/power tools common to the construction, maintenance and repair of buildings and facilities systems and equipment, including electrical, plumbing, heating and air conditioning and fire/life safety systems common to museum settings; shop mathematics; safety practices, safe work methods and safety regulations applicable to the work; codes, ordinances and regulations pertaining to the work; basic methods and techniques of project management; basic customer service practices and procedures; principles and practices of sound business communication as required for the work; general principles and practices of lead supervision; District human resources policies and labor contract provisions.

Ability to:

Provide lead work direction and training to assigned employees; establish and maintain efficient work plans and schedules; read and interpret plans, specifications, contract provisions and manuals; identify and evaluate conditions and situations, evaluate alternatives and recommend effective courses of action to resolve problems and complete assigned work; understand, interpret, explain and apply law and regulations applicable to areas of responsibility; understand and follow oral and written instructions; complete assigned duties independently without immediate supervision; exercise sound judgment and initiative in a variety of situations within established guidelines; interact courteously with Preserve members and visitors; identify and ensure prompt resolution of safety issues and hazardous conditions; prepare clear and concise records, reports and other written materials; communicate effectively, both orally and in writing; exercise tact and diplomacy in dealing with sensitive, complex and confidential customer issues and situations; establish and maintain highly effective working relationships with Preserve manager and supervisors, staff, potential clients, clients, contractors, guests, volunteers, the public and others encountered in the course of work.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or GED and five years of responsible and diversified journey-level experience in the building construction and repair trades, including HVAC, electrical and plumbing; or an equivalent combination of training and experience. Experience in a museum, public venue or educational setting is preferred.

Licenses; Certificates; Special Requirements

A valid Nevada driver's license and the ability to maintain insurability under the District's Vehicle Insurance Policy may be required for certain assignments.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is frequently required to walk; sit; climb or balance; stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move over 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop math; observe and interpret conditions and situations; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact with Preserve manager, supervisors, vendors, guests, volunteers and others encountered in the course of work.