

## Job Description

Date Opened:	01/30/19
Date Updated:	01/30/19
Title:	Facilities Maintenance
Reporting to:	Director of Facilities
Full/Part time	Full time
Exempt/Non-Exempt	Non-Exempt

## Description

Reporting to Maintenance Director, the facilities maintenance employee will evaluate, repair and maintain plumbing, electrical, HVAC and structural integrity in the building and outside structures. The maintenance employee will also assist other types of maintenance employees as needed.

## Duties and Responsibilities

- Perform heavy lifting, ability to climb ladders and work in locations that require a lot of walking.
- Keep tools and all other needed items in optimum working condition.
- Evaluate, repair and maintain plumbing, electrical, HVAC and structural integrity in the building and outside structures.
- Communicate with facilities management about any work that requires outside expert assistance.
- Receive and respond to reports of maintenance issues on the premises.
- Work with tools and supplies necessary to complete projects.
- Maintain corporate safety procedures at all times and comply with access control regulations.
- Evacuate building and grounds structures in the event of an emergency.
- Maintain fire, carbon monoxide, smoke and other safety systems within the building and all outside structures.
- Work within maintenance department and other departments to ensure quality event and guest experiences.
- Job requirements subject to change at any time.

## Qualifications

- Thorough knowledge of safety procedures and legal regulations and guidelines.
- Excellent critical thinking and problem-solving ability.
- Good physical condition and flexibility of work shifts.



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- Diploma in relevant vocational training or successfully completed apprenticeship as a facilities maintenance associate.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Additionally, the successful candidate will demonstrate a positive attitude, a willingness to learn, a proven commitment to DPA and a strong desire to succeed.