



## **JOB POSTING**

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**Job Title:** Facilities Technician I

**Status:** Full Time

**Number of Positions:** 1

**Classification:** Non-Exempt

**Reports to:** Director of Facilities and Construction

**Posting Deadline:** July 6, 2019

### **Description**

Facilities Technician 1 has the responsibility to perform and assist with building maintenance and related mechanical functions. The Facilities Technician I will also be responsible for the oversight of building security and hazard management.

### **Essential Responsibilities**

- Ensure cleanliness of all facilities prior to opening to the public
- Open outdoor pool gates and raise flags prior to opening to the public
- Maintain cleanliness and functionality of workshop, garage and tool storage areas
- Perform routine maintenance and ensure working functionality of company truck
- Snow/ice removal from parking lots, sidewalks, loading ramps, and outdoor facilities
- Perform routine preventive maintenance to ensure that building systems operate efficiently and that the physical condition of the building does not deteriorate
- Use tools ranging from common hand and power tools, such as hammers, hoists, saws, drills, and wrenches, to precision measuring instruments and electrical and electronic testing devices
- Assist in painting, woodwork, plaster, drywall, or any other tasks.
- Possess a working knowledge of utility shut offs and the location of meters/monitoring devices
- Provide ground keeping services such as grass cutting, landscaping, and property management
- Perform building security as necessary
- Assist in the development and construction of new exhibits, public areas, office spaces and back-up areas
- Execute work order requests in a timely fashion
- Ensure the availability and accessibility of carts, lifts, and safety equipment
- Perform any tasks and responsibilities as assigned by the Supervisor of Facilities and provide general support to the Facilities Department as a whole

### **Closing Operations**

- Clean fixtures, floors, mirrors, dispensers, changing tables, door handles, toilets, urinals and showers in restrooms/changing facilities, and restock paper products as necessary
- Empty trash and recycling receptacles as needed during hours of operation, and at the close of day move all trash to designated disposal areas
- Clean windows, doors, tanks and exhibits to remove finger prints, smudge marks, dust and dirt
- Dust, polish and clean display cases, shelves, walls, ceilings, counters and tables
- Clean rugs and carpets using vacuum cleaners and shampooers
- Sweep, scrub, wax, and polish floors, using brooms, mops, and powered scrubbing/waxing machines
- Clean hallways, lobby, gift shop, admissions area, corridors, elevators, stairways, break room, outdoor deck and event rooms to ensure that health and sanitation standards are met
- Monitor inventory of supply closet and notify the Supervisor of Facilities of supply requirements
- Secure and lock outdoor pool gates and lower flags at the end of public hours of operation
- Turn off power and lights to designated areas and exhibits as directed at specified times
- Lock, secure and arm building for overnight at end of shift

### **Requested Requirements**

- Must have strong comprehensive and communication skills.
- Must be able to stand and walk in extreme weather conditions for prolonged periods of time (i.e. sunny wet, humid).
- Must be able to push, pull and lift a minimum of 50 lbs.
- Must be willing to work a flexible schedule that includes weekdays, weekends, and holidays.

- Must be willing to work as part of a team.
- Must be able to multitask while maintaining a positive attitude to ensure excellent guest service.
- Consistently practices safe work habits including, but not limited to the use of personal protective equipment, lifting and reporting of unsafe situations.
- Must be willing to comply with all grooming guidelines and employment standards.

**To Apply**

Provide resume and cover letter to: [amajtyka@aquariumofniagara.org](mailto:amajtyka@aquariumofniagara.org)

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