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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

STAUNTON-AUGUSTA FAMILY YMCA JOB DESCRIPTION

Job Title: **Maintenance Technician**
FLSA Status: Full-time Hourly
Reports to: Associate Executive Director

Job Code: H-5
Job Grade: \$12.00 - \$14.00 hourly
Revision Date: Sept. 2021

POSITION SUMMARY:

An integral part of our successful Association, this position must work with a large rotating corps of part-time employees.

DUTIES & RESPONSIBILITIES:

1. Service to our members is a top priority. Must model the YMCA core values: Honesty, Respect and Responsibility.
2. Implement the Preventative Maintenance Program. Perform preventative maintenance, adjustments and basic repair on all plumbing, vehicles, electrical (including light fixtures and bulbs) and HVAC.
3. Monitor pool chemicals a daily basis and attend to any issues, as required to ensure the safety of all staff and program participants.
4. Thorough knowledge of all facility cleaning procedures.
5. Monitor and repair items throughout and around the facility.
6. Assist and manage all necessary painting in and around the Y facilities.
7. Ensuring appropriate chemical safety and Occupational Health & Safety standards and practices are maintained.
8. Work on internal Y projects as needed.
9. Monitoring room cleanliness standards through daily inspections including storage areas.
10. Clean and maintain cleaning equipment and machines on a consistent schedule.
11. Excellent attention to detail with high levels of successful communication.
12. Excellent time management skills.
13. Excellent grooming and personal presentation.

The following points would be desirable to support your suitability to the role:

14. Have the ability to work well under pressure
15. Have the ability to manage multiple tasks and think outside the square
16. First Aid/CPR Certificate (if not currently in possession of these certificates, it will be required within 30 days of hire)

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

1. Six months or more of related experience preferred.
2. Ability to read and interpret instructions, procedures, manuals, and other documents.
3. Ability to report and record maintenance requests.
4. Knowledge of cleaning methods and equipment.
5. Basic understanding of the upkeep and care of equipment.
6. Understanding of cleaning compounds and chemicals, and their safe, efficient use.

PHYSICAL DEMANDS

1. Sufficient physical strength and agility to carry out essential duties.
2. Ability to erect and stand on ladders and platforms at heights up to 30 feet.
3. Ability to work with paint, cleaning equipment, chemical compounds, solvents, cleaners, and solutions in dry, liquid, powder, spray, and aerosol forms.
4. Ability to paint, clean equipment, and operate motorized equipment as needed.
5. Ability to work in conditions that will create dirt and dust.
6. Ability to perform essential maintenance to facility or equipment which may involve, but not limited to the following activities: semi – reaching to full-reach overhead; crouching; kneeling; shoveling; carrying, working in narrow and/or confining spaces: underground, overhead, and at ground level; twisting of the waist, shoulders, and legs; and lying on stomach and/or back.

SHIFT

The Maintenance Technician works nights and weekends as part of their regular hours. Flexibility to be available to work is expected.