

California State University, Fresno Foundation

MAINTENANCE TECHNICIAN – STUDENT UNIONS JOB ANNOUNCEMENT #22-446

POSITION SUMMARY:	<p>Full-time, benefited position available for the Resnick Student Union through the California State University, Fresno Foundation. Under the general direction of the Maintenance Supervisor, the Maintenance Technician is responsible for performing a variety of skilled and unskilled activities involved in the operation and maintenance of the Resnick Student Union’s (RSU) mechanical and electrical systems and general operations.</p>
ESSENTIAL JOB FUNCTIONS:	<p>Under the general supervision of the Maintenance Supervisor, the Maintenance Technician will be responsible for the following. Typical duties include, but are not limited to, the following:</p> <ul style="list-style-type: none"> • Operate, monitor, repair and maintain the facility’s environmental controls, emergency power, electrical, HVAC and lighting systems as required for the safe and efficient operation of the facility. • Repair and rebuild various items, such as motors, compressors, pumps and ice machines. • Follow the preventive maintenance program, energy management program and standard operating procedures for all machinery and equipment. • Record and log all work performed, complete work order slips and compile all required reports in a timely and complete manner. • Assist other department areas to expedite event conversions, as needed. • Promote a safe working environment for all employees by following the life safety and emergency program as needed. • Operate equipment, such as, light trucks, scrubbing machines, or other light power driven equipment. • May occasionally have to enter areas where fumes, airborne particles and toxic or caustic chemicals are present. • Respond to routine, precautionary and emergency alarms from building automation and life safety systems. • Work extended and/or irregular hours including nights, weekends and holidays, as needed. • All other duties and responsibilities as assigned. • Daily monitoring existing conditions, identifies issues, develops solutions, and performs or contracts for installations, repairs, removals, retrofits/alterations, replacements as needed. • Coordinate contracting, scheduling and delivery of services by external contractors and University Facilities Management and Auxiliary staff as needed to ensure the proper functioning of all RSU/USU/SSU facilities and equipment; serves as liaison and inspects work of contracted vendors for the RSU, including the leased space areas of the facility. • Follow emergency preparedness and critical incident reporting procedures. • Aid in the creation of annual facility maintenance, repair and capital improvement budgets, and monitor spending and income against budget; Follow proper purchasing procedures; Negotiate, review, and process contracts with vendors exercising sound fiscal stewardship, ensuring where needed all contacts and agreements have been reviewed by Associate Executive Director and authorized signatories execute agreements. • Collect, analyze and report on data regarding facility usage and maintenance/repair services.

	<ul style="list-style-type: none"> • Communicate with colleagues including Auxiliary staff, Risk Management, Public Safety, Parking, Facilities Management, Dining Services, leased retail vendors, building occupants, students and other campus entities. • Other duties as assigned.
POSITION REQUIREMENTS:	<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 required. • Bachelor’s Degree in appropriate field is preferred • Three (3) or more years of recent and comprehensive experience in facility engineering • Trade school, college, or other specialized training and certifications in electrical and electronic fields, bowling industry and building trades highly desirable.
COMPENSATION:	\$18.50 - \$20.00 per hour, DOE. Salary will be commensurate with experience and qualifications. Benefits include medical, dental, vision, life insurance and 401K, vacation, sick, and holiday pay.
DEADLINE:	Application review begins on February 15, 2023; open until filled.
TO APPLY:	<p>Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person:</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.*

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.