

**Edison State Community College** invites qualified candidates to apply for the 2nd shift, full time position of Facilities Services Lead Technician. The job of Facilities Services Lead Technician exists for the purpose(s) of providing all maintenance operations and housekeeping functions of the college, and maintaining a safe, sanitary and attractive facility for students, staff, and public. This is a multifunctional position. Under general direction, performs a variety of semi-skilled and skilled maintenance services relating to construction, maintenance, modification, and repair activities in all areas of the facility and grounds. The technician must assist with the setup of facilities for meetings, classrooms, conferences, events, etc. The technician must work under widely varying time constraints, yet still as expediently as possible. The technician must ensure that all activities are performed around school schedules and site meetings. While the primary focus is on maintenance duties, this position is frequently required to coordinate with other departments, maintenance personnel, outside contractors, and various other outside groups.

To be considered, candidates should include cover letter, resume, and three professional references when completing their online application.

**Edison Community College is an EOE/AA Employer**

**Examples of Duties:**

For a complete list of functional responsibilities please click [here](#).

**Qualifications:**

**Required Knowledge, Skills, and Personal Qualifications:**

- Must possess a working knowledge of building systems to include but not limited to plumbing, electrical, painting, concrete, and roofing, construction and carpentry.
- Must have the ability to communicate effectively in both oral and written form, including the use of two-way radios
- Read, understand and follow instructions, schedules, and safety label directions
- Operate a variety of cleaning and maintenance equipment in a safe manner
- Ability to perform minor repairs
- Must work safely without presenting a direct threat to self or others and comply with all safety and environmental regulations
- Must be able to remember, follow through, carry out and complete assignments
- Work cooperatively and effectively with individuals and groups
- Work independently with minimal supervision
- Organize and prioritize tasks to meet cleaning schedules
- Perform the physical requirements of the position which include but are not limited to lifting up to 50 lbs unassisted, bending, standing, climbing or walking
- Must be able to work safely in an environment containing caustic chemicals, cleaning materials, dust and noise
- Must have knowledge of meters, gauges, and other electronic devices
- Must have basic knowledge of analog and digital electronic theory, basic AC, DC Voltage terminology and application
- Must have knowledge of computerized maintenance management systems (CMMS) for reporting, creating, closing, and various other tasks as required
- Must have knowledge of the use and care of all tools and equipment including calibration test equipment, common hand tools, volt and amp meters
- Must have knowledge of cleaning materials and methods and the proper use of chemicals and materials in cleaning
- Must have experience using safety practices and sanitary procedures

- Must know proper lifting techniques
- Must possess basic mathematical skills to understand ratios for mixing cleaning solutions
- Must be able to comprehend rules, regulations, and procedures to properly dispose of hazardous fluids, blood borne pathogens, and chemicals

**Required Experience:**

Two (2) to five (5) years of a combination of training and experience which demonstrates ability to perform the duties as described. A typical qualifying background would include prior experience and/or training in maintenance work. The best candidate for the position is one who takes initiative, ownership, and pride in their work.

**Required Educational Background:**

High School Diploma or GED

**Supplemental Information:**

Must possess a valid Ohio Driver's License. Ability to read floor plans is a plus. Experience with computers and computerized equipment as related to email, building automation systems, and preventative maintenance systems.

The position rate is \$18.74 per hour with an additional \$0.15 per hour shift differential (total rate of \$18.89).

This position is defined as a safety sensitive position, therefore the selected candidate will be required to submit to a pre-employment drug screening.