

Maintenance Repair Tech

Reports to:
Maintenance Manager

Job ID: 33500

Entity:
Corporate

Job Classification:
Craft Worker

Summary and Objective:

This position is employed on the PBZ Inc. Maintenance Team and is responsible through a safe and hands-on approach to assist with specific or general projects and perform various types of maintenance support work within the values and mission of Paul B. Zimmerman Inc.

Essential Functions:

- Maintenance/repair projects as requested; including, but not limited to the following:
 - Electrical/mechanical trouble-shooting & repair, grounds-keeping, remodeling, etc.
- Provide feedback on work progress to maintenance scheduler
- Coordinate efficient personal daily work schedule
- Assist with any other general maintenance assignments/projects as needed
- Maintenance projects completed properly and in a timely manner

Characteristics and Competencies:

- Efficient personal time-management and work habits
- A respectful, team-oriented work atmosphere
- A commitment to safety
- Able to follow instructions and retain information
- Self-motivated
- Good time-management skills; able to handle multiple projects simultaneously

Required Education and Experience:

- Valid PA license with a good driving history
- At least 18 years of age

Preferred Education and Experience:

- Intermediate industrial electrical/mechanical skills
- Intermediate fabrication and constructions skills
- Analytical skills

Work Environment:

This job operates in either a retail, manufacturing or office environment. This role routinely uses standard office equipment such as computers, and phones; hand tools, and power tools. This position will consist of working indoors and outdoors.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required stand for extended periods of time; heavy lifting (in excess of 50 pounds); speaking, listening, and seeing; walking; use eyes, hands, finger, or feet; and reaching with hands and arms, and so forth.

Travel:

Periodic travel during the day can be expected.

Other Duties:

Please note that 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. Essential functions and duties may change at any time.

Employee signature below constitutes the employee's understanding of the requirements, essential functions and duties of the position.

Employee's Signature: _____ Date _____