

METRO
Classification Description

Title:	Maintenance Technician	Bargaining Unit: LIUNA 483
Job Code:	0448/4448	Established:
Pay Range:	362/400	Revised: 12/2005; 9/3/2009
FLSA Status:	Non-Exempt	EEO Category: Skilled Craft

CLASSIFICATION DESCRIPTION

Perform, design, and coordinate Oregon Zoo's technical maintenance functions for Heating, Ventilation, and Air Conditioning (HVAC), or Aquatic Life Support (ALS), or other complex, multi-skill, technical functions; and develop the Zoo's overall technical support systems, equipment, purchasing, contractor, emergency service, records, shop, safety, and project management functions. Perform installation, alteration, preventive maintenance and quality assurance as well as interact with curators and animal keepers, contractors, and other maintenance staff.

DUTIES AND RESPONSIBILITIES

Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.

1. Consults with managers as necessary to determine the Zoo's overall HVAC or ALS system requirements; and prepares complex designs, technical specifications, and project plans as required.
2. Consults managers, supervisors, curators, animal keepers, and other Zoo employees regarding animal care, horticulture, safety, and guest service HVAC or ALS requirements.
3. Performs and coordinates technical system evaluations involved with HVAC, aquatic life support, or other specialties. Arranges for engineer, scientific, contractor, consultant, or other services as needed and functions as project manager when authorized.
4. Performs and coordinates mechanical maintenance and repairs on HVAC or aquatic pumps, boilers, filters, blowers and other heating, cooling, or water or air filtration equipment as required.
5. Performs scheduled preventive maintenance; inspects, lubricates, tests and replaces parts for HVAC and water filtration equipment.
6. Oversees maintenance staff to ensure work is completed correctly and in a timely manner; ensures timely and accurate records of maintenance work.
7. Troubleshoots, repairs, and performs unscheduled maintenance, modification or replacement of mechanical parts, pipes, ducts, and equipment.
8. Performs electrical testing; trains in and performs other testing procedures.
9. Installs new HVAC and water quality control equipment and systems as necessary.
10. Orders replacement parts and maintains parts inventory.
11. Observes and performs all work in accordance with industry and safety procedures.
12. Completes maintenance and repair records.
13. Coordinates and performs emergency services diagnostics, troubleshooting and repair functions and is responsible for controls, backup systems, and alarms.

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14. Examples of specific HVAC duties for this position will include maintaining heating systems, air-conditioning units, mechanical systems, pumps and electrical motors; humidification work; plumbing maintenance; work on water pressure reducing stations; electrical control maintenance (under 480 volts); pneumatic and electric control service; welding; soft and silver soldering; hydronic and airside filtration maintenance and repair; and all work necessary for the operation of HVAC systems at Metro's Zoo.
15. Examples of specific ALS duties for this position include operating, maintaining, and troubleshooting systems at Steller Cove including artificial seawater systems for fish and invertebrates and salt water systems for pinnipeds and sea otters; operating, maintaining, and troubleshooting freshwater and/or saltwater systems through the Zoo; providing technical support of new life support systems for new exhibits or retrofits of existing systems; supporting efforts to identify systems to reduce water usage at Metro's Zoo.
16. Compiles data for reports.
17. Assists the public, public officials and other employees in a professional and courteous manner.
18. Develops safe work habits and contributes to the safety of self and co-workers.
19. Contributes to a positive team atmosphere.
20. Has regular and punctual attendance.
21. Performs assigned duties during an emergency situation.
22. Other duties as assigned.

JOB SPECIFICATIONS

(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)

Job Preparation

Education and Work Experience

- Trade certificated or equivalent and five years progressively responsible experience, depending on technical specialty in HVAC or ALS systems design, maintenance, repair, installation, operations and project management with technical and scientific subjects training such as mechanics and engineering for HVAC or biology and water testing for ALS as well as quality assurance, preventive maintenance, troubleshooting and emergency services or any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities.

Knowledge, Skills and Abilities

- Complex heating ventilation and air conditioning (HVAC), aquatic life support (ALS), or other designated professional and technical functions and services standards, practices, methods, tools and materials
- Electronic control systems such as programmable logic controls (PLC)

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- Occupational hazards involved and the safety precautions necessary in HVAC, ALS, or other designated technical functions
- Appropriate professional and technical subjects such as involved with biology and biochemistry in ALS or mechanics and thermodynamics in HVAC
- Locate and analyze problems and performing diagnostic and corrective action
- Working or prepare penciled sketches, layouts, specifications, blueprints and written instructions
- Use and operate standard and specialty systems, tools and equipment of the trade, including, for example, refrigerant removal pump, vacuum pump, and gauges, and brazing and welding equipment, or centrifugal pump equipment, sand filters, foam fractionators, UV sterilizers, protein skimmers, water chilling/cooling towers, and heat exchangers
- Organize, plan and project management
- Operate a personal computer and associated software, radios, and cell phones
- Estimate materials required for complex large scale projects
- Read and interpret rules, regulations and codes
- Lead and provide technical supervision to skilled, semi-skilled, contractor, and other workers, crews, temporaries or seasonal staff
- Physically perform manual work indoors and outdoors under severe climate conditions and perform essential duties of the position including lifting 50 pounds
- Work around exotic and sometimes dangerous animals and to react quickly to hazardous conditions
- Establish and maintain effective working relationships with other employees
- Communicate clearly and concisely and to understand, issue, and follow written and oral instructions
- Be meticulous in the cleanup of work areas within shop, field, or animal exhibit areas
- Respond and troubleshoot emergencies and make necessary repairs
- Obtain and maintain special licensing as required
- Apply Federal, State, and local policies, procedures, laws and regulations for respective field
- Use discretion with confidential and sensitive matters
- Provide excellent customer service by meeting the needs and interacting with employees, volunteers, vendors, the public, and others encountered during the course of work in a courteous and professional manner
- Establish and maintain cooperative working relationships with employees, volunteers, vendors, and others encountered during the course of work
- Work in a safe manner and follow Metro safety policies, practices, and procedures
- Perform the assigned duties of the position
- Develop knowledge, skills, and abilities and to obtain and maintain certifications and license

Special Requirements

- Successfully pass the background check and screening requirements of the

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organization.

- Possession of, or the ability to obtain upon hire, and maintain a valid driver's license and First Aid/CPR Certification, and to obtain within six months and maintain such other certifications and licenses as may be required for technical specialties such as a Universal Refrigerants License, Water Treatment Plant Operator, or, for HVAC, Limited Maintenance Electrician (LME).

Tools and Equipment Used

- May use standard office equipment including but not limited to computer and printer, fax machine and copy machines; computer software including MS based word-processing and spreadsheets
- Uses a variety of hand and power tools in the maintenance and repair of equipment
- Cell phone and radio

Supervision

- Supervision is received from the Construction and Maintenance Manager

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather and other adverse conditions

The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.