

Title: Facilities Technician
PG: 36
Status: Civil Service
Position Reports to: Designated Supervisor
Department: Parks & Recreation

Class Code: 8024
Date: 09/08

GENERAL DESCRIPTION OF CLASS

Coordinate events and set-ups in City buildings leased for different activities/events. Supervise custodians, maintain equipment, install and operate theater lighting and sound equipment, and work in conjunction with the Pied Piper Players.

ESSENTIAL FUNCTIONS:

1. Coordinate events through contact with lessee.
2. Instruct staff in daily routines.
3. Repair complex equipment and program computerized lighting.
4. Provide information to the public of what is available through Parks and Recreation.
5. Hang theater lights for different play settings.
6. Install sound equipment for events.
7. Routine inspections to insure complex is safe for public.

ADDITIONAL RESPONSIBILITIES:

1. Assist department in maintaining and installing equipment and set up of special events.
2. Assist supervisor in preparing special projects and/or bids.
3. Responsible for timesheets and work schedule in supervisor's absence.
4. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of general maintenance including electrical knowledge.
2. Knowledge of personal computers.
3. Skill in general maintenance.
4. Skill in general math, specifically addition, subtraction, multiplication, and division.
5. Ability to supervise other employees.
6. Ability to use a soldering iron.
7. Ability to interpret and execute oral and written instructions from supervisors.
8. Ability to establish and maintain effective relationships with employees, supervisors, and the general public.

WORKING ENVIRONMENT/CONDITIONS:

Medium to heavy work that involves walking, standing, stooping, jumping, stretching, exerting 100 pounds of force and lifting up to 50 pounds.

May be exposed to hot/cold temperatures, adverse weather conditions, noxious odors, wet, humid conditions, heights, electricity, extreme noise levels, toxic/caustic chemicals, dusts/pollens, and bright/dim light.

The job requires normal visual acuity, field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. High school diploma or its equivalent.
2. Journey level electrician preferred.

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3. One (1) year of experience in the technical operations of sound and lighting systems and general janitorial building maintenance.
4. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license.
2. May be required to maintain a valid personal contact phone number
3. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.