Definition of Class
This is a position in which the incumbent performs routine preventive plumbing, electrical, carpentry, and HVAC maintenance.

Examples of Work Performed
- Inspects and performs routine preventive maintenance on machines, equipment, and parts.
- Documents observations made and actions taken while inspecting machines, equipment, and parts.
- Responds to maintenance emergency calls.
- Replaces or repairs worn, damaged, or leaking plumbing fixtures.
- Repairs and alters existing secondary electrical circuit.
- Services, repairs, or replaces electrical appliances, motors, fuses, switches, and outlets. Selects proper materials, reads electrical schematics and uses electrical instruments and hand tools. Ensures the provision of an efficient and well maintained electrical service.
- Inspects, cleans and resets boilers.
- Inspects, repairs and replaces light fixtures, ceiling tiles, windows and floors, as needed.
- Performs routine carpentry work.
- Repairs drywall/plaster and paint in guest rooms and public areas as needed.
- Checks, resets, and repairs HVAC equipment.
- Performs similar or related duties as assigned or required.

Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Performs routine preventive maintenance on machines and equipment.
2. Documents findings and actions resulting from preventative maintenance inspections.
3. Responds to maintenance emergency calls.
Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 100 pounds.

Vision: Requirements of this job include close vision and color vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is frequently required to stand; walk; talk and hear; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch or bend.

Experience/Educational Requirements:

Education:
High School Diploma or equivalent (GED).

AND

Experience:
Three (3) years of experience related to the above described duties and/or completion of an apprenticeship program.

AND

Licensure:
Must possess a valid driver’s license.

Background Requirements
This position requires a background check upon hire.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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