

Job Classification: Full-Time

Work Schedule: As negotiated in Offer Letter

Reporting Relationship: Maintenance Supervisor

Primary Accountabilities:

The Maintenance Technician provides maintenance for buildings and grounds for Friends of the Topeka Zoo ("FOTZ") facilities.

Major Duties:

- Performs general maintenance duties on zoo grounds and in zoo facilities.
- Able to examine, diagnose, and repair problems with building systems and equipment.
- Performs maintenance duties including rough carpentry, plumbing, cement, welding, and minor electrical repair work.
- Performs building repairs involving glass replacement, installing doors, making and installing wood projects such as shelving, electric light units, or other needs.
- Performs preventative maintenance and repair work on a wide variety of engines, pumps, motors, compressors, piping, electric controls, boilers, H-VAC units for heating and cooling, furnace systems, hydraulics, filter systems, and switches.
- Paints walls and other spaces – both interior and exterior.
- Conducts snow removal.
- Assists with minor preventative maintenance or repair work on light duty fleet vehicles.
- Assists with special projects, and performs additional duties as assigned.
- Ensures that appropriate safety requirements are followed at all times.
- Performs additional duties as assigned.

Required Qualifications:

- High school diploma or GED is required.
- Valid Kansas driver's license.
- Three years' experience in professional level maintenance, or building trade work, or related experience.
- Advanced knowledge of maintenance and cleaning protocols.
- Ability to pass pre-employment screening, including criminal background check.
- Reliable and punctual attendance habits.
- Demonstrated knowledge of FOTZ policies, standards, operations, cleaning, and maintenance techniques.
- Ability to engage and communicate effectively with guests of all ages through good listening skills.
- Ability to adapt to a fast-paced working environment.
- Friendliness, enthusiasm, and a positive and professional attitude.
- Strong organizational skills and the ability to coordinate multiple projects.
- Ability to demonstrate conduct conforming to a set of values and accepted standards.

- Although most work is done on regularly scheduled daytime hours, emergencies may require some irregular hours on evenings, weekends, or holidays, as necessary.
- Commitment to the mission of FOTZ and its Core Values.
- Will need to become familiar with USDA and AZA (Association of Zoos and Aquariums) maintenance standards and inspection items for zoos.

Physical Demands:

- Ability to frequently reach with hands and arms.
- Ability to routinely lift, carry, or move fifty (50) pounds.
- Ability to stand and sit for periods of time and to move intermittently throughout the workday.
- Ability to regularly walk assigned area several times per day and efficiently enter all enclosures.
- Ability to safely handle and operate hand tools, power tools, and other equipment necessary to conduct assigned tasks.
- Ability to work both indoors and outdoors, with exposure to extreme temperatures and inclement weather conditions; the environment may include wet, icy, or muddy conditions.

Work Environment:

- Regularly exposed to outdoor weather conditions.
- Interaction with staff and customers, including demanding or difficult customers and/or situations.
- This position may include exposure to hazardous materials, fumes/odors, dirt, and dust.
- This position may include exposure to potentially dangerous animals.
- Although most work is performed within scheduled hours, some irregular hours on evenings, weekends, and holidays may be necessary.

Additional Duties:

Additional duties and responsibilities may be added to this job description at any time. The job description does not state or imply that these are the only activities to be performed by the employee(s) holding this position. Employees are required to follow any other job-related instructions and to perform any other job-related responsibilities as requested by their supervisor.

Employee Signature

Date

Supervisor Signature

Date