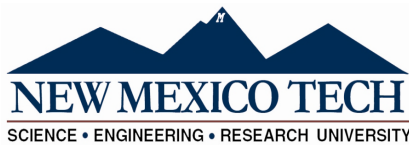


**Posted:** October 10, 2024



## POSITION ANNOUNCEMENT

**TITLE:** Building Maintenance Associate I

**DEPT:** Facilities Management

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$16.00

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

**INTERNAL POSTING THROUGH:** Concurrent\*

CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB SUMMARY:

Performs basic building maintenance tasks and assists in more complex repairs. Tasks may include toilet repair, light replacement, sheetrock repair, and painting.

### JOB FUNCTIONS:

Perform basic maintenance tasks (change light bulbs, replace shower head, replace swamp cooler pads, etc.) Assist in more complex repairs (wall patching, shower valve replacement, swamp cooler repair, plumbing repairs, etc.) Assist other groups and perform other duties as assigned.

### REQUIRED QUALIFICATIONS:

Read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, composition and math. Basic building maintenance skills (minor plumbing repairs, wall patching, etc.)

### DESIRED QUALIFICATIONS:

Basic knowledge of building systems (mechanical, electrical, plumbing).

### LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

0 - 15 pounds	F
15 - 30 pounds	F
30 - 50 pounds	F
50 - 100 pounds	O
100 + pounds	S

### PHYSICAL DEMANDS:

Standing 90%	Sitting 10%	Walking 10%	Pulling 10%
Pushing 10%	Lifting 15%	Stooping 10%	Kneeling 15%
Crawling 5%	Climbing 5%	Reaching	Other

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu)