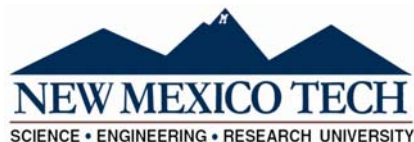


**Posted:** April 20, 2020



## POSITION ANNOUNCEMENT

**TITLE:** PREVENTATIVE MAINTENANCE ASSOCIATE

**DEPT:** FACILITIES MANAGEMENT

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$11.00

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 DUTIES:

Performs preventative maintenance duties including changing filters, cleaning strainers, inspecting parts and machinery or mechanical equipment. Completes major repairs and/or maintenance and other preventative maintenance as assigned. Caulks showers and sinks. Repairs and maintains plumbing by replacing washers on leaking faucets and opening clogged drains; may replace faucets and valves. Performs building walkthroughs to ensure their designated buildings are in good condition/standing. Other duties as needed. Will assist other crews as needed.

### REQUIRED QUALIFICATIONS:

Read and comprehend instructions, write information and complete simple forms required. High school (or GED) level ability in spelling, grammar, basic composition and math required. Must have one year experience in general carpentry. Must be familiar with procedures for minor electrical and plumbing repairs. Must be able to read and write simple instructions. Must be able to deal pleasantly and tactfully with faculty and staff. Must have a valid NM Driver's License. Pre-employment drug test upon hire.

Apply to: [nmtjobsapps@npe.nmt.edu](mailto:nmtjobsapps@npe.nmt.edu) OR NMT/ HR 801 Leroy Place Brown Hall Box 047, Socorro, NM 87801