

Black River Memorial Hospital
JOB DESCRIPTION

Job Title: Maintenance Mechanic I	Employee Name:
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Created on: 10/1/02	Department: Environmental Services	Pay Type: Non-Exempt
Reports To: Environmental Services Director	Reviewed on: 5/11/12	Revised: 09/13/21

POSITION SUMMARY: Uses mechanical, technical, physical and communication skills in order to maintain a safe reliable and comfortable healthcare environment.
I. Essential Duties and Responsibilities
1. Performs and/or arranges for corrective and preventive maintenance as needed in the disciplines of electrical, HVAC, communications, boiler/steam, plumbing, hospital equipment and building and grounds.
2. Purchases materials, plans, lays-out, and completes work with the assistance/knowledge of the director.
3. Assists Environmental Services team members as needed.
4. Reads and understands blueprints as an essential part of carrying out work in various disciplines of this position.
5. Complies with all state and federal regulations, codes, standards & safety recommendations, maintains a safe work practice and remains current with new technology.
6. Responds within 45 minutes to trouble calls when scheduled as the on-call person and addresses with problems upon arrival.
7. Uses safe methods when handling chemicals and cleaning solutions in daily work practices.
8. Uses accepted body mechanics when performing work duties
9. Monitors and observes possible physical security issues following accepted protocols.
10. Helps with snow removal.
11. Follows the hospital's attendance policy.
Additional Duties
12. Performs other duties as assigned or as opportunities arise.

Educational Qualifications:

- Associate’s degree in a maintenance field or equivalent from a two-year college or technical school; OR may possess two years’ experience in maintenance related field.
- Experience with the operation and maintenance of high-pressure boilers and auxiliary equipment preferred.
- General plumbing knowledge preferred.
- Working knowledge of OSHA standards preferred.
- Ability to operate a variety of hand tools.
- Knowledge of Microsoft Word, Excel and Outlook Computer Programs.
- Maintains alertness to detecting malfunctioning equipment and fire and safety hazards.
- Experience in reading and interpreting mechanical and electrical drawings, preferred.

Work Relationship:

- Reports directly to the Environmental Services Director.
- Works closely with all Environmental Services Staff.
- Works with vendors and outside contracted services and all departments of the hospital.

Working Conditions:

- Work is performed largely in a pleasant hospital environment with minimal chance for personal injury.
- Regularly works near moving mechanical parts.
- Frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions and toxic or caustic chemicals.
- Occasionally works in outside weather conditions and is occasionally exposed to extreme cold, extreme heat, risk of electrical shock, risk of radiation, and vibration.
- Occasionally has exposure to hazardous material such as needle punctures and exposure to blood and body fluids.
- The noise level in the work environment is usually moderate.
- Rotating on-call required.

Physical Requirements:

- Frequently exert 25 to 50 pounds of force while performing maintenance activities, moving equipment and supplies.
- Occasionally exert 50 pounds individually and up to 100 pounds with assistance of force to move equipment/supplies.
- Occasionally exert 50 pounds individually and up to 100 pounds with assistance of push/pull force on machinery, tools, and equipment.
- Assume squat position, crawling position, and kneeling position to safely perform low-level work-activities.
- Climbing to access elevated areas for maintenance and repair activities.

Acknowledgement:

This job description/evaluation describes the general nature and level of work performed by an employee assigned to this position. It does not state or imply that these are the only duties and responsibilities assigned to the job. The employee may be required to perform other job-related duties as requested by the department director or administration. All requirements are subject to change over time and to possible modification to reasonably accommodate individuals with disabilities.

Employee Signature

Date