

## MISSOULA COUNTY AIRPORT AUTHORITY

**JOB TITLE:** Building Maintenance Technician  
**REPORTS TO:** Facilities Operations Manager  
**CLASSIFICATION:** Regular Full Time Non-Exempt – Union Position  
**DATE APPROVED:** May 2018

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### **JOB SUMMARY:**

Under general supervision of the Facilities Operations Manager, this position provides technical maintenance/repair of airport facilities and performs related duties as required or directed.

### **ESSENTIAL FUNCTIONS:**

The following are intended to illustrate general duties; they are not meant to be all inclusive or restrictive.

Services and maintains all HVAC equipment to include boilers, Roof Top Handling Units, split systems, circulation pumps, compressors, and chillers.

Services and maintains plumbing fixtures, hot water heaters, performs pipefitting, soldering, pumps and pump seals.

Installs, repairs and troubleshoots electrical wiring, fixtures and circuits. Changes light bulbs and ballasts, replaces motors and motor bearings.

Performs work on Jet Bridges, Car Washing equipment, and belt conveyer systems.

Works on construction projects including- Welding, metal fabrication, dry wall repair, painting, carpentry, ceramic tile, door hardware and locks.

Performs snow removal during winter months, operating heavy equipment. This will include nights, weekends, and holidays outside of the normal shift work.

Orders supplies from vendors within budgetary restraints following MCAA's Procurement Policy.

Adheres to all Airport safety and security rules and regulations while performing duties.

Performs other functions as requested/assigned to ensure the safe and efficient operation of the Airport for all tenants, employees, users, and stakeholders.

### **WORKING CONDITIONS:**

Work is performed in both office and outdoor environments, and involves exposure to noise, chemical, and other contaminants, moving mechanical hazards, and extremes of temperature and weather conditions. Must have sufficient visual acuity, with or without corrective lenses, to

visually detect damage, deterioration, or defects in airport and airfield structures, fixtures, and furnishings which could potentially impact safe airport operations. Must have sufficient auditory ability, with or without audio logical devices, to decipher radio communications, hear alarms, other warning signals, and vehicle signals indicating backward or forward motion. Must be able to tolerate exposure to noise levels up to 120 decibels and must be able to work in close proximity to 480 volt power sources. Position is subject to shift work outside traditional hours, emergency call out, and extended operating days. Position will experience short notice shift changes. Position requires occasional heavy lifting, up to 75 pounds.

This position specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this position will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.

#### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Working knowledge of building operations and how to use DDC controls and pneumatic controls for building automation and comfort;
- Working knowledge of plumbing, to include maintenance and service of plumbing fixtures, hot water heaters, pipefitting, soldering, pumps and pump seals;
- Strong understanding of electrical circuits and troubleshooting techniques and must be able to read blue prints and wiring schematics;
- Knowledge of motor drives and all aspects of commercial and industrial electronics;
- Ability to work under pressure to complete the job in safe and timely manner for the benefit of the passengers;
- Ability to work independently and with others in a team oriented fashion. Must be detail orientated and willing to take on tasks as they need completed with little to no need for direct supervision;
- Ability to exhibit emotional stability and remain calm in stressful environments;
- Ability to establish and maintain an effective working relationship with other employees and the general public;
- Ability to understand and follow oral and written instructions in the English language;
- Ability to perform manual labor under adverse weather conditions.

#### **MINIMUM EDUCATION, CERTIFICATIONS, LICENSES AND EXPERIENCE:**

- High school education and or G.E.D.;
- State of Montana low pressure boiler operations license;
- Universal EPA refrigerant card. (Recommended) or obtain within six months;
- Experience in mechanical, electrical, plumbing and HVAC;
- Ability to drive small tractors and forklifts;
- Ability to read blue prints and five years experience in construction or control work;
- A background investigation and fingerprinting will be required for this position;
- Must have a valid Montana Driver's License.