

Maintenance Technician

POSITION SUMMARY:

Responsible for carrying out general, preventive, and emergency maintenance assignments on the Marcus Whitman Hotel facility, equipment, and grounds.

ESSENTIAL JOB FUNCTIONS:

- Perform diverse inspections, maintenance, and repairs of facilities, equipment, and grounds while providing excellent guest service in actions, attitude and appearance.
- Perform maintenance and repairs in various trade skill sectors; mechanical, drywall, painting, carpentry, furniture and furnishings, small appliances, lighting, lawn sprinkler system, grounds keeping, HVAC, window coverings, plumbing, electrical, doors, windows, and more.
- Grounds maintenance duties may, from time to time, include general care of sprinkler systems, lawns, potted plants, ground covers, trees, landscaping, parking lots while maintaining excellence of presentation.
- Maintain maintenance parts and supplies inventory in a neat and orderly fashion.
- Purchase parts and supplies as needed while being conscientious with company resources.
- Maintain specified documentation and records diligently. Including time and task logs.
- Exhibit good customer service and social skills. Must be responsive, positive, and attentive to guests/customers repair requests. Communicate well with guests to resolve maintenance issues and provide them with a positive experience and satisfactory resolution.
- Adhere at all times to the highest standards of professional, personal and ethical conduct, as well as, policies, procedures and property rules.
- Follow directions well and utilize operating and maintenance manuals whenever applicable.
- Display basic computer skills and the desire and ability to learn more.
- Perform additional duties as assigned by management, including airport shuttles.

JOB QUALIFICATIONS:

EXPERIENCE

- Strong work ethic with good workmanship required
- High school diploma or equivalent required. Trade or Vocational School graduate preferred.
- Valid driver's license with good driving record required.
- Two plus years work experience in building maintenance or construction.
- Basic knowledge in facility maintenance and repair systems.
- Experience with workshop environments, safety, and tools.
- General construction skills including painting & drywall repair are a plus.

ATTITUDE

- Exhibit the desire and ability to acquire knowledge and skills in the following mechanical systems and controls: HVAC, refrigeration, electrical, mechanical, plumbing. As well as commercial kitchen, laundry, small appliances, light fixtures, and more.
- Exhibit the desire and ability to acquire knowledge and skills in the following construction and woodworking systems: carpentry, finish woodworking, furniture and furnishings repair.
- Maintain a positive and hospitality-oriented attitude towards our guests and other employees.
- Ability to receive instructions, inputs, and communicate openly. Desire to grow!
- Possess and exhibit integrity and pride in your work ethic.
- Exhibit by practice that excellence is the goal in your workmanship.
- Willingness to work flexible schedule; evenings, weekends and holidays may be required.
- Willingness to work outside normal schedule when unforeseen circumstances arise.
- Ability to operate company vehicles such as airport shuttle van and suv.

COMMUNICATION SKILLS

- Ability to read and understand written communications and manuals in English.
- Ability to perform basic math calculations for various maintenance projects.
- Ability to communicate verbally with guests and vendors in English.
- Ability to communicate in writing to provide maintenance reports in English.

PHYSICAL REQUIREMENTS

- Ability to bend, twist, kneel and climb.
- Ability to stand and walk for long periods of time.
- Able to push and/or pull 100 pounds maximum with frequent lifting and/or carrying of objects weighting up to 50 pounds with or without the aid of a dolly hand-truck or cart.
- Ability to handle diverse power tools of various weights and sizes.
- Ability to work on projects directly above your body while standing upright on the ground or on a ladder or scaffolding while looking upward with both hands being used to do the task at hand.
- Ability to kneel, crouch, stoop, squat and twist to handle various maintenance projects that involve in low areas such as under a counter or on the ground.

ENVIRONMENTAL SETTINGS

- Adhere to company property and department safety standards and procedures at all times.
- Exposures to chemicals; adhere to all product recommendations and requirements.
- Operation of equipment and tools; exposure to blades, saws, and other sharp tools.
- Exposure to shop, tool, and equipment noise. Adhere to proper use of PPE equipment.

GROOMING

- Must maintain a neat, clean, and well-groomed professional appearance.
- Uniforms provided.

