

Maintenance Technician - Child Nutrition

Job Description



Job Title:	Maintenance Technician - Child Nutrition	FSLA:	Nonexempt
Reports to:	Assistant Director of Facilities	Grade:	Auxiliary - 7
Dept./School:	Child Nutrition Department / Child Nutrition Building	Calendar Days:	256
		Revised:	1.30.2024

Primary Purpose

The Maintenance Technician - Child Nutrition, under general supervision, is responsible for maintenance, repair, and installation of commercial electric and gas kitchen appliances and equipment across district facilities. This position ensures the safe and efficient operation of all kitchen systems and fixtures, maintaining compliance with safety standards to provide a reliable environment for meal preparation.

Qualifications

Education/Certification:

- High School diploma or GED
- EPA Technician Certification Type II or Universal Certification or CFESA Certification of Journeyman Electrician License is beneficial

Special Knowledge/Skills:

- Knowledge of electrical circuits, wiring and operating principles of motors
- Knowledge of current codes and ordinances
- Ability to read blueprints, schematics, and written reference material
- Ability to follow written and verbal instructions
- Ability to diagnose and resolve problems
- Ability to work on low voltage and high voltage equipment, single or three-phase circuits
- Ability to work after hours and weekends based on schedules on-call rotation

Experience:

- Minimum three (3) years of experience in repair and maintenance of commercial kitchen cooking and refrigeration equipment

Major Responsibilities and Duties

1. Install, maintain, diagnose, troubleshoot, and repair commercial electric and gas kitchen cooking equipment, low to medium temperature refrigeration units, ware washing systems, food processing equipment, hot and cold holding units, and kitchen ventilation systems
2. Perform routine preventive maintenance on equipment at each assigned school to ensure optimal functionality
3. Respond promptly and efficiently to work order requests from assigned schools, completing repairs in a timely manner
4. Request purchase orders for parts and materials needed to complete repairs and ensure the timely acquisition of necessary components
5. Inspect completed jobs to ensure the equipment operates properly and that the work area is clean and free of hazards

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6. Participate in the scheduled on-call rotation to respond to emergency equipment failures after hours and on weekends

Safety

7. Ensure compliance with all applicable city, county, state, and federal regulations in the performance of duties
8. Adhere to established safety procedures and techniques when performing job duties, including safe lifting practices and climbing procedures. Operate tools and equipment in accordance with safety standards
9. Identify and correct unsafe conditions in the work area, and promptly report conditions that cannot be immediately addressed to the supervisor
10. Perform routine preventive maintenance on tools and equipment to ensure they remain in safe, operational condition
11. Follow district safety protocols and emergency procedures to maintain a safe working environment

Other

12. Report to the Director of Maintenance, Technology, and Construction for the performance of all assigned duties
13. Communicate effectively with supervisors and school staff to ensure timely completion of work orders and adherence to schedules
14. Perform additional duties as assigned

Evaluation

The evaluation of the Child Nutrition Maintenance Coordinator is a responsibility resting with the Assistant Director of Facilities. An evaluation shall be completed in writing at least once during the course of each school year.

Work Environment

Tools/Equipment Used: Small hand tools, power tools, and measuring tools; light truck or van

Posture: Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking, climbing stairs/ladders/scaffolding, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving

Lifting: Heavy lifting and carrying (50 pounds and over) on a daily basis

Environment: Work mostly inside and occasionally outside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, toxic chemicals and materials, noise, vibration, and electrical hazards; work around machinery with moving parts; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.