

**JOB INFORMATION**

Effective Date	3/19/2024
Job Code:	6313
Job Title:	Maintenance Tech III
Salary Grade/Structure:	150 - Support Staff
Career Level Name:	
FLSA Name:	Non-Exempt
EEO Code:	60-Skilled Crafts
Job Function:	Facilities
Job Family:	Trades
Job Summary	The Maintenance Tech III performs general maintenance of the UHCL facilities. Assists other trades with plumbing, electrical, mechanical, and construction. Is expected to develop skills and attend training as outlined by the department to become proficient in several trades. Subject to the appointment on the campus hurricane ride-out crew.

**COMPETENCIES**

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

**QUALIFICATIONS**

Education

Education Level	Education Details	Required/Preferred	
High School Diploma or GED		Required	
High School Diploma or GED	Vocational or Trade School Training	Required	
High School Diploma or GED	Vocational or Trade School Certification	Preferred	

Work Experience

Experience	Experience Details	Required/Preferred	
Some	Minimum of three years of general building maintenance experience.	Required	
Less than 3 yrs	Experience with small electric motors, plumbing, electrical or pumps, and various types of welding and cutting equipment.	Preferred	

## Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred
-------------------------	--------------------------------	------------	--------------------

## Knowledge, Skills and Abilities

KSAs	Proficiency
• Knowledge of general building maintenance.	Skilled
• Ability to use and further develop a variety of skills both hands on and in classroom.	Skilled
• Ability to perform and understand math for measurements and calculations.	Skilled
• Ability to operate hand and power tools.	Skilled
• Knowledge of all safety procedure and guidelines.	Skilled

## JOB RESPONSIBILITIES

Campus Security Authority

Remote Work Capable

## Essential Functions

Essential Function	% TIME
• General Building Maintenance	40%
• Work with other trades to learn new skills that may include carpentry, electrical, plumbing, refrigeration, welding, small motor repair and construction.	30%
• Perform moves and coordinate surplus	10%
• Assist in new construction projects	10%
• Attend formal training	5%
• Performs Other Duties As Assigned	5%

## PRE-EMPLOYMENT

MVR:	Yes
Criminal History:	Yes
Physical Exam:	No
Hearing Exam:	No
Pulmonary Function Test:	No

## PHYSICAL DEMANDS/WORKING CONDITIONS

### Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing						
Walking						
Sitting						
Lifting						
Carrying						
Pushing						
Pulling						
Climbing						

### Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Balancing						
Stooping						
Kneeling						
Crouching						
Crawling						
Reaching						
Handling						
Grasping						
Feeling						
Talking						
Hearing						
Repetitive Motions						
Eye/Hand/Foot Coordination						

### Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold					
Extreme heat					
Humid					
Wet					
Noise					
Hazards					
Temperature Change					
Atmospheric Conditions					
Vibration					

### Travel Requirements

Estimated Amount	Brief Description