



Building Maintenance Worker II

Village of Hanover Park

Contact Name:
Contact E-mail:
Contact Phone:
Closing Date:
Salary: \$27.02 an hour

Description:
Please apply at <https://www.hpil.org/>

JOB SUMMARY

Under general supervision, performs technical and complex building maintenance, troubleshooting alterations and repairs involving heating and cooling systems; electrical systems; mechanical systems; computer, phone, and video cabling network; carpentry; doors, keys, and locks; roofing, and other duties as assigned.

ESSENTIAL DUTIES & RESPONSIBILITIES

Performs technical troubleshooting of three-phase motor control equipment and HVAC control equipment, including direct digital control by using test meters, owner's manuals, blueprints, schematics, and reference manuals.

Has knowledge of computer operations and Building Management System to control HVAC equipment.

Performs the installation and troubleshooting of category six network computer lines, phone lines, audio and video cabling infrastructure. Performs in-depth preventative maintenance and repairs of the various building heating and cooling systems such as chillers, boilers, heating pumps, bearings, air handlers, exhaust fans, roof top units, split systems, unit heaters, etc. Must be able to identify if equipment is working properly, troubleshoot and repair the equipment.

Installs, maintains, and repairs the building's electrical systems and equipment, including fuses, circuit breakers, light fixtures, relays, etc. Ability to bend and run conduit, pull wire, etc. Troubleshoots electrical malfunctions, repairs or rewires as necessary.

Performs maintenance and repair of mechanical systems, including: building system air compressors, Police Department shooting range equipment, computerized parking meter machines, fire sprinkler systems and office equipment. Performs a variety of building alteration tasks to include carpentry,

painting, and roof maintenance.

Repairs overhead garage doors, man doors, hinges or track assemblies. Replaces electrical equipment, if necessary.

Performs various duties, such as floor care, snow removal, window washing, and locksmithing.

Responds to emergency calls 24 hours a day, seven days a week.

Following Village Exposure Control Protocols cleans Village facilities, equipment and/or furnishings after bloodborne pathogen exposure incidents.

Follows all safety regulations, policies and procedures. Reports all unsafe conditions and acts to supervisor. Reports all accidents to the supervisor immediately, whenever possible, but no later than end of the employee's work shift. Follows recognized safe work practices.

Performs other duties as requested or assigned, which are reasonably within the scope of the duties enumerated above.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION &/OR EXPERIENCE

High school diploma or general education degree (GED): Associate's degree or equivalent from a two-year college or technical school preferred. Requires two years of experience in general maintenance and repair; one year experience in heating and cooling systems; or equivalent combination of education and experience.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires possession of a valid Illinois commercial driver's license (CDL) class B vehicle license with an Air Brake endorsement or ability to obtain one within 6 months of hire. Must possess type 608 Universal Refrigerant Certification, or ability to obtain one within 6 months.