

The University of Akron
Classification Specification

Job Title:	Food Equipment Maintenance Worker	Job Code:	96041
Job Function:	Staff	Grade:	07
Job Family:	Bargaining Unit	FLSA:	Non-Exempt
SOC Description:	2000 Finance / Accounting Division	Date:	11/14

Job Summary:

Assist in responding to service calls or work orders from Dining Services' multiple locations and determining priorities of jobs. Learn to troubleshoot to diagnose problem and determine method/options of repair. Ensure compliance with electrical and plumbing codes. Assist with inventory, learn to order and receive parts and supplies using Computerized Maintenance Management software. Implement preventative maintenance program. Subject to 24-hour, 7-day a week call back. Some overtime required. May work weekends on occasion.

Essential Functions:

70% - Maintenance duties - Assist with a variety of installation, repair, maintenance and removal duties for Dining Services operations while meeting plumbing, electrical and university codes. Learn to troubleshoot to diagnose problem and determine repair or maintenance required. May transport equipment to work area for repairs. Complete repairs and notify department staff as to status (i.e. repair completed, parts on order, etc.). Respond to calls regarding gas line leaks, broken water lines, sewage backups, etc. or coordinate with proper colleagues. Assist in maintaining all types of commercial kitchen equipment including dishwashers, refrigerators, freezers, pulpers, garbage disposals, ovens, ranges, water softeners, soft serve machines, ice machines, food warmers, fryers, dish conveyors, etc. Utilize a variety of electrical, electronic and plumbing equipment including voltmeter, amp meter, circuit testers, refrigeration gauges, Freon re-claimer, plasma cutter, etc. to perform duties. Replace compressors and motors, replace or patch evaporators, replace controls, repair or replace timers, belts, valves, and repair and replace exhaust fans, maintain pumps, switches, heaters, etc. Track labor hours.

20% Preventative maintenance - Assist with yearly preventative maintenance for Dining Services food service equipment. Each summer, spend time in each facility providing annual preventative maintenance tasks such as inspecting, lubricating and cleaning motors, belts, fans and other equipment. Perform some preventative maintenance on a monthly or quarterly basis.

5% - Backup assistance - Learn to access work orders or requests for repair or parts through facilities maintenance software, email, telephone or pager from facilities managers, food managers, maintenance staff and others. May enter work orders received from phone calls into software. Assist in maintaining extensive inventory of parts and supplies and set stock levels. Learn to place orders with vendors using standing orders, credit card or purchasing system. Receive and organize parts and supplies. Assist in keeping computerized maintenance software up-to-date and accurate. Charge back parts used to appropriate department account codes. May attend trade and distributor shows.

5% - Miscellaneous duties - Attend required training sessions (i.e. Blood Borne Pathogens, Right to Know, Working Together, etc.). In addition, may attend specific manufacture or vendor training on specific types of equipment. Utilize protective-safety equipment/apparel as appropriate. Report on-the-job injuries to supervisor promptly. Help clean up after flood, vandalism, fires or other emergencies. Maintain positive relations with staff, customers and vendors. Use good judgment in providing quality customer service. Make suggestions to improve the operation. Operate a university vehicle and use a 2-way radio and cellular phone. Perform other duties as assigned.

Education:

Requires high school diploma or GED. MRW or HVAC/R trade school or college preferred.

Licenses/Certifications/Requirements:

Valid Ohio Driver's License, CFC Certification Universal, MRW or HVAC Certification preferred. Serve Safe Sanitation Certified within 6 months of hire.

Experience:

Requires a minimum of 4 years HVAC/R experience. Commercial kitchen equipment maintenance experience required. Familiarity with University policies regarding building maintenance and security preferred.

Leadership:

Responsible for directing and monitoring the work of student and/or temporary workers.

The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.

Physical Requirements:

Considerable physical exertion required involving bending, stooping, crawling, climbing, lifting or carrying heavy items (over 50 lbs. -- 75 lbs.) and periodically (up to 1/3 of time) working in difficult or awkward positions.

Working Conditions:

Routine discomforts from exposure to moderate levels of heat, cold, moisture/wetness, noise and air pollution. May involve routine/occasional exposure to light chemical substances or hazards (radiation, chemicals, diseases, heights and moving parts).

The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.