



## Job Position Description

Job Title: **Preventive Maintenance Worker**

- A. Main purpose of the job: **Performs preventive maintenance on building equipment.**
- B. Primary responsibilities or key duties of the job (tasks performed regularly):
  - 1. Clean unit heaters and fans.
  - 2. Change filters.
  - 3. Use water, compressed air, hand tools and vacuum cleaner.
- C. Basic qualifications:
  - 1. Able to stand, walk, bend, stoop, kneel, reach, lift, push and carry up to 50 lbs
  - 2. Willing and able to follow directions and work independently
  - 3. Maintain valid driver's license and be insurable by BGSU
  - 4. Familiar with basic hand tools, mechanical repair, use of compressed air, and wet/dry vacuums