



Job Title:	Maintenance Technician	FLSA:	Non-Exempt
Department/Group:	Maintenance	Reports To:	Maintenance Supervisor
Location:	Maysville	Travel Required:	Yes
Position Type:	Full Time		
HR Contact:	Mary Breeze	Date posted:	
Will Train Applicant(s):	Yes	Posting Expires:	-----
Job Description: Repairs and maintains physical structure, equipment's and grounds of the facility.			
Applications Accepted By:			
Drop off at Comprehend Office 611 Forest Avenue Maysville KY, 41056		Email: mbreeze@comprehendinc.org	
Job Description			
Role and Responsibilities			
<ul style="list-style-type: none"> • Perform renovation and remodeling of physical facilities owned and occupied by the agency within the five county areas. • Primary focus will be Stoneleigh Properties, but will handle other facilities as directed • Perform routine maintenance at agency facilities, including but not limited to electrical, plumbing, carpentry, painting, etc. as necessary. Use of hand tools and power tools is required. • As directed, procure estimates on supplies, materials, labor, etc. pursuant to (1) above and consult with staff for the development of recommendations for same. • Perform outside custodial duties such as cleaning snow and ice from entrances and walkways, applying salt, etc. • Replenish vending machines as directed. • Reposts work accomplished orally or on written work orders to supervisor. • Other duties as may be necessary and assigned. 			
Qualifications and Education Requirements			
<ul style="list-style-type: none"> • High School Graduate or GED required. • Experience preferred. • Vocational training a plus. 			
Physical Requirements			
<ul style="list-style-type: none"> • Must be in good physical condition and capable of lifting heavy objects. Must be physically capable of occasionally working in poor weather conditions, including heat, cold, rain or snow. 			
Special Requirements			
<ul style="list-style-type: none"> • Must possess a valid driver's license and excellent motor vehicle driving record. 			
Reviewed By:	Maintenance Supervisor	Date:	03/08/2017
Approved By:	Human Resource	Date:	03/08/2017
Employee Signature:			
Last Updated By:	08/03/2020		