

UW HEALTH JOB DESCRIPTION

MAINTENANCE TECHNICIAN

Job Code: 410034	FLSA Status: Non-Exempt	Mgt. Approval: K. Akakpo	Date: January 2024
Department: Facilities – Facilities General		HR Approval: S. Whitlock	Date: January 2024

JOB SUMMARY

The nature of the services provided by this position may affect UW Health Patients, Visitors, Employees, and other departments. A wide variety of both internal and external relationships are involved in carrying out the duties of this position. The Maintenance Technician performs general maintenance and repair work at all UW Health locations. Repairs may be performed independently or in assistance with a Senior Maintenance Mechanic or Maintenance Technician Lead. The Hospital and Clinic operations requires quick response to system and equipment failures.

MAJOR RESPONSIBILITIES

- Maintenance of building equipment and heating and air conditioning equipment based on preventative maintenance scheduling.
- Maintenance of electrical, food service equipment and furniture.
- Maintenance of equipment used for direct (wheelchairs, exam tables) and indirect patient care (sterilizers, emergency power generators).
- Repair and troubleshooting of components for heating, ventilating and air conditioning and refrigeration equipment.
- Repair and troubleshooting of various electrical components (switches, receptacles), small gauges, compressors and vacuum pumps,
- Inspection, repair and troubleshooting of fire alarm equipment.
- Repair and troubleshooting of hospital equipment for indirect patient (pneumatic tube system, elevators, water distillers, and nurse call system).
- Inspect plumbing equipment (valves, faucet stems), chillers, pump motors and cooling towers.
- Examine electrical components and systems, pneumatic tube system and its components.
- Review steam traps, pipes, coils, and pneumatic controls of temperature and humidity and air handlers used for heating and cooling.
- Inspect Laminar air flow and HEPA (high efficiency particulate air) filtering systems for direct patient use.
- Adjust controls for room heating, air conditioning and humidification, refrigeration and air conditioning equipment.
- Adjust small appliance, food service equipment, chillers, pumps, motors and cooling towers.
- Regulate airflows to maintain spaces positive or negative for infection control or protection of immuno-compromised patients.
- Balance air & water to meet requirements.
- Investigation of environmental problems involving patient and staff safety.
- Look into reports of fire or liquid or vapor leaks.
- Investigate malfunctioning equipment related directly or indirectly to patients.
- Conduct an investigation into chemical/oil and electrical hazards (shorts, overheating).
- Take daily utility meter readings.
- Test and log utilities and potable water to meet water safety & quality requirements.
- Log completed preventive maintenance tasks on task form and all major activities in master plant engineering daily log.
- Initiate service requests on the FMIS (Facility Management Information System) computerized system.
- Operate computer-based work order system, and responsibly complete all assigned maintenance requests.
- Initiate appropriate computer-controlled adjustments to correct discrepancies in environmental and lighting systems.
- Maintain, operate, and program computer-based building automation systems which regulate lighting, and heating and cooling of the buildings.
- Operate pneumatic tube system using IBM PC to determine location of lost carriers, clear system of carriers, and restart system.
- Monitor and operate Fire Alarm Systems (this duty also occurs at nights or weekends).
- Perform other assigned duties as necessary, including work after hours work and 24/7 emergency call back rotation.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	High School Diploma or GED
	Preferred	Two (2) year technical diploma in HVAC, industrial, trades or related field
Work Experience	Minimum	Two (2) years of maintenance experience or formal training,
	Preferred	Two (2) years of maintenance experience or formal training, in a healthcare setting.
Licenses & Certifications	Minimum	Valid driver's license in the person's state of residence <ul style="list-style-type: none"> • Must be 21 years of age or have three (3) years of driving experience to operate a Patient/Visitor Vehicle or UW Health Vehicle other than a golf cart or utility terrain vehicle
	Preferred	

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Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> Ability to read and interpret blueprints, schematics, diagrams, and drawings. Familiarity with the operation of maintenance related tools and equipment. Proficient with Computer Applications. Good customer service skills. 		
AGE SPECIFIC COMPETENCY (Clinical jobs only)			
Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.			
Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,			
	Infants (Birth – 11 months)		Adolescent (13 – 19 years)
	Toddlers (1 – 3 years)		Young Adult (20 – 40 years)
	Preschool (4 – 5 years)		Middle Adult (41 – 65 years)
	School Age (6 – 12 years)		Older Adult (Over 65 years)
JOB FUNCTIONS			
Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.			
PHYSICAL REQUIREMENTS			
Indicate the appropriate physical requirements of this job in the course of a shift. <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>			
Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
X Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:	Required ability to stoop, bend, climb a ladder, kneel and lift. Ability to be on your feet and walking great distances for majority of your shift.		

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.