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# Example of Facility Maintenance Technician Job Description

Our innovative and growing company is searching for experienced candidates for the position of facility maintenance technician. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for facility maintenance technician

* Evaluates equipment breakdown and conduct basic mechanical/electrical troubleshooting
* Order and maintain replacement and spare parts for the facility and equipment
* Service the equipment as needs arise and following supervisor’s instructions
* Position requires a valid driver’s license and the ability to possess a good driving record to operate a motor vehicle
* Adhere to all local vehicular regulations while driving
* Visually inspect and test machinery to detect malfunction
* Able to work night shift and an occasional Saturday
* Receives, verifies, and counts inventory and direct purchases
* Notes delivery location on packages received
* Rotates stock to ensure oldest is used first so stock does not expire

## Qualifications for facility maintenance technician

* Technical degree combined with relevant work experience
* Electrical, instrumentation, electronics and mechanical background
* Must be able to read, interpret and understand drawings schematics
* Basic understanding of electronic controls and control systems
* Basic understanding of HVAC systems and equipment
* Good people skills and comfortable working with a diverse workforce