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# Example of General Maintenance Mechanic Job Description

Our growing company is looking to fill the role of general maintenance mechanic. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for general maintenance mechanic

* Maintain and repair kitchen appliances
* Utilize hand tools
* Utilize power tools
* Inspect classrooms and furniture for repair and maintenance needs
* Move and reset classroom furniture within classroom, between buildings and/or between campuses
* Troubleshoot lighting systems
* Paint interior walls and perform drywall repairs
* Install chair rail and corner guards
* Respond to trouble calls
* Make warranty repairs

## Qualifications for general maintenance mechanic

* Must be able to communicate requests, status, equipment evaluations, , through e-mail, work order systems or other written means
* Minimum 1 year of previous experience or completion of a vocational school program
* Utilize hand tools (e.g., wire strippers, incandescent bulb changer, linemen's pliers, channel locks, hammer, screwdrivers, sockets, bits, nut drivers, hex wrenches, levels, drywall hand tools, tile tools, measuring tapes, clamps)
* Troubleshoot minor electrical outages and change batteries in ADA door opener controllers
* May give direction, supervise and evaluate students
* Attend furniture installation training for repair and warranty work