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# Example of General Maintenance Technician Job Description

Our growing company is looking to fill the role of general maintenance technician. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for general maintenance technician

* Oil and grease equipment, change filters, and repack small valves
* Recommends ordering of parts as needed
* May be assigned to property maintenance work
* Will work with, assist, and escort the City of Boston Water Department backflow preventer inspectors throughout the university community
* Performs other general maintenance duties as required
* Responsible for the installation/maintenance and proper function of equipment as assigned such as filters, pipe/valve/fittings, relief valves, fugitive emission point repairs
* Technician will be required to safely perform structured preventative and corrective maintenance assingments using written job plans and procedures
* Must be proficient in the use of tools required to perform their assignment safely and efficiently
* Responsible for documentation of all repairs and maintaining parts and material inventories as required
* Will travel 40% of the time to and from different job sites

## Qualifications for general maintenance technician

* Associate’s degree in Industrial or Maintenance Technology OR at least 2 years of maintenance experience in a facilities, distribution, the United States Armed Forces, and/or manufacturing environment
* Knowledge of mechanical theory including bearings, hydraulics, pneumatics, conveyor, construction, and operation
* Demonstrated ability to learn and use applicable tools, processes and procedures
* Ability to follow directions and meet assigned deadlines
* Basic computer proficiency (Microsoft Word/Outlook)
* Must be proficient in reading, writing, grammar, mathematics