

**Job Description\***

**Job Title** Facilities Maintenance Technician

**Department** Support Services

**Reports To** Facilities Manager

**FLSA Status** Non-Exempt

**JOB SUMMARY**

Installs, maintains and repairs wiring, electrical fixtures, apparatus, pipe and control equipment and does carpentry work for The Point Casino & Hotel facilities by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. With relationship to job duties and job responsibilities; ensures compliance with the Port Gamble S’Klallam Tribe of Indians- State of Washington Gaming Compact, Internal Controls, NIGC Regulations and The Point Casino Policies and Procedures.
2. Installs, repairs, maintains and replaces machinery equipment.
3. Performs general maintenance repair and fabrication projects and responds to service calls as required in a timely manner.
4. Performs preventative maintenance and repairs relative to plumbing, electrical, mechanical, heating, cooling, or ventilation systems as assigned.
5. Changes filters and maintains grease recovery unit.
6. Maintains proper equipment inventories in shop area.
7. Assists in installation of electrical hardware by blueprints/oral instructions.
8. Promotes positive employee public relations; interacts with other internal departments as appropriate.
9. Maintains a clean, safe, hazard-free environment within area of responsibility.
10. Tests continuity of circuit to ensure electrical compatibility and safety of components with testing instruments such as ohmmeter, battery and buzzer, and oscilloscope.
11. Measures, cuts, bends, threads, assemble, and installs electrical conduit.
12. Pulls wiring through conduit.
13. Splices wires by stripping insulation from terminal leads, twisting or soldering wires together, and applying tape or terminal caps.
14. Connects wiring to lighting fixtures and power equipment.
15. Installs control and distribution apparatus such as switches, relays, and circuit-breaker panels.
16. Connects power cables to equipment, such as electric range or motor, and installs grounding leads
17. Visually inspects and tests machinery and equipment.
18. Listens for unusual sounds from machines or equipment to detect malfunction and discusses machine operation variations with supervisor or other facilities technicians to diagnose problem or repair machine.
19. Dismantles defective machines and equipment and installs new or repaired parts.
20. Cleans and lubricates shafts, bearings, gears, and other parts of machinery.
21. Installs and repairs electrical apparatus, such as transformers and wiring, and electrical and electronic components of machinery and equipment.
22. Lies out, assembles, installs, and maintains pipe systems and related hydraulic and pneumatic equipment, and repairs and replaces gauges, valves, pressure regulators, and related equipment.
23. Repairs and maintains physical structure of establishment.
24. Installs, programs, or repairs automated machinery and equipment such as robots or programmable controllers.
25. Sets up and operates machine tools such as lathe, grinder, drill, and milling machine to repair or fabricate machine parts, jigs and fixtures, and tools.
26. Operates cutting torch or welding equipment to cut or join metal parts.
27. Fabricates and repairs counters, benches, partitions, and other wooden structures.
28. Performs other duties as deemed necessary.

**QUALIFICATION REQUIREMENTS**

1. Must have valid Driver's License and insurance
2. Associate's degree (A. A.) or equivalent from two-Year College or technical school; three years engineering/facilities related experience and/or training; or equivalent combination of education and experience.
3. Knowledge and/or experience of wiring circuits, panel and breakers, carpentry, woodworking skills and proper use of tools.
4. Basic mechanical aptitude. Maintenance and repair background of all kitchen equipment and systems, refrigeration and HVAC systems Certification.
5. Class III gaming license issued from the Port Gamble S’Klallam Gaming Commission.

**PHYSICAL REQUIREMENTS**

1. Frequently exerting up to one hundred pounds of force and/or a negligible amount of force to lift, carry, push, pull, or otherwise move objects, including the human body.
2. Involves heavy lifting. Exerting up to 100 pounds of force.
3. Frequently involves standing for sustained periods of time.
4. Occasionally requires crouching.
5. Often requires walking or moving about to accomplish tasks.
6. Constantly requires working with fingers rather than with the whole hand or arm.
7. Constantly requires the ability to receive detailed information through oral communication, and to make fine discrimination in sound.
8. Constantly requires verbally expressing or exchanging ideas or important instructions accurately, loudly, or quickly.
9. Occasionally requires stooping which entails the use of the lower extremities and back muscles.
10. Occasionally requires reaching by extending the hand(s) and arm(s) in any direction.
11. Occasionally requires raising objects from a lower to a higher position or moving objects horizontally.
12. Constantly requires repetitive movement of the wrists, hands, and/or fingers.
13. Requires clear vision at 20 inches or less, the ability to identify and distinguish color and to adjust focus.

**TYPICAL ENVIRONMENTAL CONDITIONS**

The worker is frequently subject to inside environmental conditions, which provide protection from weather conditions but not necessarily from temperature changes, and is occasionally subject to outside environmental conditions. The inside environment is often loud and stimulating. There is smoking permitted inside the casino facility

**TRAVEL REQUIREMENTS**

May be required for some positions

**ACKNOWLEDGEMENT STATEMENT**

NKDC and its entities are “at will” companies. This means that the employee or the Company may terminate employment at any time and or any reason. Management has the exclusive right to alter this job description at any time without notice. The document is not intended to exclude modifications consistent with providing reasonable accommodation for a disability, not is it intended to be an employment agreement or contract.

By signing below, both employee and supervisor acknowledge that this Job Description will provide the basis for general duties and responsibilities related to the job, and associated evaluations thereof.

Employee Signature Date

Employee Name (Please Print)

Supervisor Signature Date

Supervisor Name (Please Print)

*NKDC and its entities are committed to having a drug and alcohol free work environment.*