



Maintenance Technician

Job Description

Reports To: Facility & Lawn Maintenance Supervisor
Department: Maintenance

Classification: Non-Exempt
Pay Range: \$18.50 - \$30.45 Hourly

Position Summary

The Maintenance Technician is responsible for maintaining the appearance, safety, functionality, and cleanliness of company grounds, facilities, and equipment. In addition to performing a variety of hands-on tasks related to lawn care, landscaping, and general facility maintenance, this role includes the routine inspection, maintenance, and light repair of company vehicles and mechanical equipment. The technician ensures all work meets established company standards, contributing to a safe and well-maintained working environment.

Essential Duties and Responsibilities

The following duties are representative of the functions performed in this classification. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the role.

- Maintain facility grounds (e.g. main office, lift stations, etc.) for the purpose of providing a safe and workable environment.
- Perform landscaping activities including mowing, trimming hedges, and clipping trees.
- Respond to emergency situations during and after hours for the purpose of resolving immediate safety concerns.
- Apply weed control treatments and various grounds care chemicals safely and effectively.
- Transport a variety of tools, equipment, and supplies for the purpose of ensuring the availability of materials required at job sites.
- Assist other departments as necessary.
- Operate and perform basic maintenance on hand tools and both light and heavy equipment as needed.
- Conduct routine inspections, servicing, and basic repairs on company vehicles, trailers, mowers, and small engines to ensure safe and reliable operation.
- Keep maintenance records for vehicles and equipment up to date.
- Effectively troubleshoot and resolve issues as they arise.
- Perform other related duties as assigned.

Knowledge, Skills, and Abilities

Technical Skills

- Proficiency in operating and maintaining landscaping tools and equipment.
- Ability to perform preventative maintenance and minor mechanical repairs on small engines, vehicles, and equipment.



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- Ability to track and document vehicle and equipment maintenance schedules.
- Working knowledge of chemical safety and proper application techniques.
- Basic mathematical skills for measurements and calculations.
- Knowledge of local geography and the ability to navigate job sites efficiently.

Communication and Interpersonal Skills

- Strong verbal and written communication skills.
- Ability to follow written and oral instructions effectively.
- Build and maintain professional relationships with associates and interact with employees at all levels.
- Ability to work independently or as part of a team.

Professional Traits

- High level of integrity, responsibility, and reliability in meeting deadlines and fulfilling commitments.
- Commitment to maintaining safety standards, including use of PPE and adherence to established safety practices.
- Strong attention to detail and organizational skills.

Education and Experience

- High school diploma or GED.
- Prior experience in vehicle or equipment maintenance is preferred.

Licenses, Certifications, or Registrations

- Valid Driver's License (must meet insurability requirements of company insurance provider).
- State of Florida Class A Commercial Driver's License or the ability to obtain one after six (6) months.

Physical Requirements

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

- Manual dexterity to operate equipment and tools.
- Moderate to heavy lifting is required (up to 50 pounds).
- Tasks involve interaction with fumes, gases, chemicals, and solvents.
- Frequent standing, walking, lifting, pulling, bending, kneeling, reaching, climbing, and repetitive motions.
- Visual and auditory ability to perform tasks safely, including distinguishing colors and perceiving spoken instructions.
- Exposure to disagreeable environmental conditions such as weather, humidity, heat, cold, noise, dust, odors, heights, and moving vehicles or machinery.



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Job Description Acknowledgement

I have reviewed this job description and do not have any reservations about my ability to perform all duties of the position with or without reasonable accommodation.

Signature

Date

Name (Printed)