



Position: Building Maintenance/ Assistance Mechanic
Classification: Non-Exempt Level 12 JC: 51059600

Company:

Headquartered in Phoenix, Arizona, Pauley has served its customers located across many of the major Western markets, including Arizona, California, Colorado and Wyoming. Founded in 1991, Pauley is dedicated to meeting and exceeding its customer needs by adopting new technologies and providing superior customer service. From deep-ditch excavation, hand-digs, aerial construction to technical services including fiber and copper splicing, Pauley will get the job done right while guaranteeing on-time delivery.

At Pauley Construction, we believe that we are "People Making a Difference". We exist to provide a safe and exciting workplace for those who wish to excel and improve themselves by providing quality services to our customers and communities. Our relentless drive to provide excellent and dependable service to our customers has helped us become one of the leading providers of dry utility installation and maintenance in the Southwest.

Overview:

This position will be responsible for performing a variety of repairs for company trucks and the building/property. You will perform a variety of routine and complex facilities maintenance work supporting multiple locations to ensure day-to-day maintenance. Travel is required but typically within the work area to assist on site with field crews. Added responsibilities; Light Mechanic work (decal install, part delivery and retrieval, assist mechanic) Handyman, upkeep, repairs and maintenance on buildings as needed, some painting, coordinating major repairs, yard clean up(trash).

Responsibilities:

- You will do Handyman duties such as upkeep, repairs and maintenance on buildings as needed, some painting, coordinating major repairs, yard clean up(trash)
- You will do Light Mechanic work (decal install, part delivery and retrieval, assist mechanic)
- You will include repair services automobiles, trucks and other construction equipment.
- You will perform minor repairs of equipment on jobsites.
- You will determine nature and extent of damage or malfunction and upon determination order parts.

- You will plan all work procedures.
- You will raise vehicles, with hydraulic jack or hoist, to gain access to mechanical units bolted to underside of vehicle.
- You will disassemble unit and inspect parts for wear.
- You will repair small engine equipment such as water pumps, generators and air-compressors.
- You will rewire trailers and lights.
- You will reline and adjust brakes on trucks and trailers .
- You will do some small welding jobs.
- You will replace and adjust headlights, and install and repair accessories such as radios, heaters, mirrors, and windshield wipers.

Requirements:

Education/Experience:

- Warehouse or material handling experience related to organization and inventory of materials
- Any combination of education and/or experience that demonstrates ability to perform the designated job duties and responsibilities of the position.

Reasoning Ability:

- Ability to make common sense understanding to carry out instructions that are provided in written, oral or drawing. Ability to deal with and understand problems involving different variables in many varied situations. Ability to collect, organize, disseminate and analyze significant amounts of information with attention to detail and accuracy.

Mathematical Skills:

- Ability to calculate figures and amounts (measurements in terms of distance, proportions, percentages and area. Ability to apply concepts of basic mathematics including algebra and geometry.

Language Skills:

- Ability to read, understand and interpret documents such as safety rules and requirements, machine manuals of operation and process procedures. Ability to write information including reports. Ability to speak effectively to customers, vendors and coworkers up through all levels of management and staff.

Software Requirements:

- Must have intermediate proficiency in Microsoft Office Products (Word, Excel, PowerPoint)
- Must have general computer knowledge.

Other Requirements:

- Must possess, or obtain upon employment, a valid driver's license.
- Must be able to pass a background check and company drug screening.
- Must be able to attend and pass all company required training as needed.
- May be required to work after hours; on weekends or be on-call as work is needed.
- Regular and timely attendance is an essential function of this position.

Physical & Safety Requirements and the Working Environment:

(The physical duties outlined below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to be able to perform the outlined functions)

- Duties outlined in this position will require the employee to stand, crouch, sit, bend, use hands and fingers to handle or feel as well as reaching with hands and arms to spaces both high and low. The employee will be standing, walking, climbing, balancing, crawling, crouching, lifting, holding or stooping a moderate amount of time while on shift.
- The noise level in the work environment for this position is moderate.
- Employees performing functions of this position are regularly exposed to outside weather conditions which can include but is not limited to: extreme heat and cold temperatures; inclement weather such as rain, snow, sleet and dust as well as adverse driving conditions including wet roads, icy roads, and fog.
- Employees performing these job functions are required to lift or move up to 10 pounds and frequently lift or move up to 50 pounds.
- Employees in this job classification may be exposed to dust, fumes or other airborne pathogens.
- Employees may be exposed to toxic or corrosive chemicals as well as moving machinery parts and pieces.
- Specific vision abilities required to perform this job include but are not limited to: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus potentially near and/or far as needed.

Pauley Construction, LLC; as well as the position of Technician Warehouse, are safety sensitive