

Public Employees Local 71 (LTC)

REQUEST FOR REFERRAL

DEPARTMENT/DIVISION: Corrections/Institutions / HMCC	PCN:Multiple
JOB CLASS/TITLE: Maintenance General Journey	WHEN POSITION IS NEEDED: Immediately
WAGE GRADE: 54	PAY WAGE: \$ 28.54+DOE (steps) Benefits include: Medical, Dental, Vision, Retirement, Paid Leave and Holidays.
CITY LOCATION: Eagle River/Hiland Mountain Correctional	
Contact: Tracy Smith/Dimirah Hind	PHONE NUMBER: 907-276-7211 Ext 3 FAX NUMBER: 907-279-7171 EMAIL: tracy@local71.com/ dimirah@local71.com
PRE-EMPLOYMENT BACKGROUND ☒ YES / ☐ NO TYPE: Criminal	COMMENTS:

JOB DESCRIPTION:

The Maintenance Generalist position is responsible for maintaining and repairing the infrastructure of the Hiland Mountain Correctional Center to including: Plumbing, Electrical, Vehicle Maintenance, Grounds Maintenance, Snow Removal, Carpentry, Painting, and Appliance/Equipment repair. This position supervises inmate work crews in various maintenance and repair projects throughout the facility, such as: repairs/replacement of carpeting, floor tile, cove base, sheetrock and ceiling tiles; plastering and prep work for painting of wall surfaces; installing wall fixtures, room and shower curtains and rods; relocating furniture, beds and clothes washers and dryers; Removes snow from grounds and road systems via the operation of heavy equipment such as road graders, loaders and plow truck in the winter. Perform fundamental grounds maintenance work such as mowing lawns and trimming trees and bushes in the summer. Perform basic fleet maintenance on vehicles and Maintenance Snow/Lawn engines, such as oil changes, fuel, oil and air filters, charge and service batteries, etc. Ensures all tools are secured and accounted for when not in use and utilized in an appropriate manner; Directs and instructs inmate work crews in the projects at hand and ensures work quality; Assists HMCC/LTC personnel in other duties as assigned.

SPECIAL REQUIREMENTS

Valid Driver's License

THIS POSITION REQUIRES THE INCUMBENT TO OPERATE

MACHINERY: Front End Loader, Bucket Lift Boom Truck, Flat Bed Truck, 1/2 and 3/4 ton 4x4 Pickups with & without snow plow, sedans, Gas / Diesel generators and auxiliary power units, Fork lift, Snow-blower, and Lawn & garden Equipment, etc.

TOOLS: (Daily) All types of Pipe benders, threaders & cutters. Refrigerant gauges, transfer & vacuum pumps. Electric and pneumatic nailers, sanders, wrenches, saws, shears, nibblers, drills, metal lathe and milling machines, wood lathe, arc welder, acetylene welder and cutter, plasma cutter, hammers, chisels, trowels, knives, levels, tri-square, rafter square, chalk line, tape measure, hand saws, files, solder guns, propane torch. Hand held tools of all types

INSTRUMENTS: (Weekly) Combustion Analyzers, micrometers, Multi-meters (volt meter, amp meter, ohm meter), flow meters, thermometers, tachometers, hydrometers, weight scales, transit, calipers. Refrigerant gas/liquid detectors & Leak detectors. Multi-gas analyzer use in confined space entry testing.

TYPE OF POSITION

☒	Permanent Full-Time	☐	Permanent Full-Time Seasonal
☐	Permanent Part-Time	☐	Permanent Part-Time Seasonal
☐	Non-Perm Full-Time	☐	Non-Perm Part-Time
☐	Non-Perm Part-time Sporadic	☐	Seasonal