

Facility Operations Assistant 1
University at Buffalo, The State University of New York

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Posted Mar. 1, 2024, set to expire Aug. 4, 2024

Job Title	Facility Operations Assistant 1
Department	Campus Operations
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Mar. 1, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
Job Website	https://www.ubjobs.buffalo.edu/postings/48472

Apply By Email

Job Description

The Facilities department at the University at Buffalo invites applications for our **Facility Operations Assistant 1** position in the HVAC department.

Your responsibilities will include:

- Assist in routine maintenance of equipment
- Perform specific tasks as directed in performing maintenance and repairs on mechanical and electrical equipment, steam, gas and water lines, and other related heating, ventilation and air conditioning equipment
- In accordance with instructions, carry out proactive maintenance on HVAC equipment, including tasks such as lubricating machinery, replacing belts, replacing filters, and cleaning equipment. Additionally, perform other preventive maintenance duties within the boiler, chiller, pump, AHU and other mechanical equipment rooms.

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- Follow specific directions to learn operating procedures for the various HVAC equipment on Campus
- Participate in in-service training courses and on-the-job instruction relative to HVAC operation and engineering
- Clean parts, equipment, equipment areas, and painting of HVAC equipment and related areas

Outstanding Benefits Package

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our benefits website to learn about our [benefit packages](#).

About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact