

Locksmith (8197C), Facilities Services - 71238
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=242527>

Downloaded On: Aug. 10, 2024 11:25am

Posted Aug. 1, 2024, set to expire Nov. 28, 2024

Job Title	Locksmith (8197C), Facilities Services - 71238
Department	Facilities Services
Institution	University of California, Berkeley Berkeley, California
Date Posted	Aug. 1, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Facilities/Maintenance/Transportation
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and

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commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

Facilities Services works to continuously improve the campus in partnership with all members of the University community to ensure that classrooms, laboratories, and offices support teaching, learning and research. Through the efforts of over 400 dedicated staff members and serving over 10M building square feet and 1100 acres, Facilities Services includes the asset management program, custodial services, maintenance operations, engineering and technical services, environmental services, grounds operations, the Cal Zero Waste program.

Position Summary

Position engages in projects requiring the management of all facility needs for the campus buildings. This position requires general knowledge of building systems.

Application Review Date

The First Review Date for this job is: 08/08/2024.

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Responsibilities

A. LOCKSMITHING/ELECTRONIC SECURITY TECHNICIAN

- Responsibilities include: physical security of campus buildings including research labs and animal facilities.
- Tasks routinely performed include the following: Specification of appropriate architectural hardware both electronic and mechanical to provide security appropriate for openings in classrooms, research labs and animal facilities.
- Read blueprints, wiring diagrams, schematic drawings, and engineering instructions for assembling, installing, maintaining and troubleshooting low voltage (under 50V) electronic security components including networked access control systems and standalone digital electronic locks.
- Install, troubleshoot and repair electro-mechanical door operators, interface ADA compliant door operators with card reader systems. Identify and resolve equipment malfunctions, work with manufacturers' representatives and technical support.
- Maintain working knowledge of state-of-the-art tools and software through attending training and reading.
- Service, troubleshoot and repair all standalone and networked electronic access control systems.
- Provide the end user with application information and technical support on new and existing systems and equipment.
- Install, service and repair a variety of mechanical locks and door hardware.
- Change combinations of mechanical digital locks.
- Consult with client and lock manufacturer in order to design key systems to the most current industry standards for new buildings and re-keys.
- Expand and maintain the integrity of key records and master key systems of campus facilities.
- Combine cylinders, cut keys by code or duplication for campus buildings master key systems.
- Consult lead/supervisor/project superintendents who administer requirements and standards for modification projects.

B. ADMINISTRATIVE DUTIES

- Adherence to the scheduling of work through the work management program is required.
- Consult shop superintendent and/or lead for technical information.
- Support maintenance projects and programmatic work assignments.
- Keep accurate work records and complete paperwork in a neat and timely manner.
- Define and describe materials, tools and/or equipment, work methods and task sequences.

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- Serve as liaison with clients, relaying their needs and requirements to the appropriate department or superintendent.
- Obtain materials and equipment as required.

C. SAFETY

- Adhere to all University and departmental safety guidelines.
- Attend job-related and safety training as required.

D. OTHER

- Perform other duties as assigned.

Required Qualifications

- Must have completed a four-year locksmith apprenticeship program or equivalent.
- Employee must possess three years journeyman experience in a comparable position or related experience in a university, hospital or large building complex.
- Education and training can be through documented experience and/or professional development through an accredited college or university.
- Must possess knowledge and ability to utilize correct tools, techniques and methods for completing specific Locksmithing/Electronic Security tasks and projects in a timely fashion.
- Must demonstrate and apply thorough knowledge of architectural and Mechanical/Electronic security hardware systems and the correct application of these systems.
- Experience in networked electronic and standalone access control systems.
- Ability to operate various metal/woodworking machinery and state-of-the-art tools needed to perform related job tasks.
- Ability to safely move supplies and objects up to 75 pounds with or without a reasonable accommodation.
- Must possess excellent communication skills and ability to interact in a positive manner with the campus
- Community, including students, building managers, academic personnel, and craft personnel, in a diverse multi-cultural environment.
- Ability to prioritize requirements and track jobs to completion.
- Ability to read and understand equipment manufactures manuals, blueprints, appropriate state and local government codes, trade-specific manuals and practices.

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- Draft diagrams and schematics and determine how the device or equipment should perform.
- Knowledge of relevant Building Codes, DHI Standards, ADA Regulations, Fire Codes and University Accessibility guidelines.
- Ability to communicate clearly over the telephone and two-way radio.
- Ability to execute all job assignments in a timely manner.
- Must be able to work in confined spaces.
- Must be able to safely move supplies and objects up to 75 pounds with or without a reasonable accommodation.
- Must be available to respond to emergencies, work on-call, weekend on-call, rotating swing shift, watch and holidays.

Salary & Benefits

This is a 100% full-time (40 hrs a week) non-exempt career position, which is paid hourly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The hourly rate that the University reasonably expects to pay for this position is \$54.35 (Step 1).

How to Apply

- To apply, please submit your resume and cover letter.

Driving Required

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- A valid driver's license and DMV check for driving record is required.

Other Information

This position is governed by the terms and conditions in the agreement for the Skilled Crafts Unit (KB) between the University of California and the Alameda County Building and Construction Trades Council (ACBCTC). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/kb/index.html>

- This is not a visa opportunity.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Physical Exam

- Employment is contingent upon passing a physical exam.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the

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https://apptrkr.com/get_redirect.php?id=5480645&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S

Contact Information

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

Contact

N/A

University of California, Berkeley

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