

Maintenance Assistant
University at Buffalo, The State University of New York

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Posted Nov. 20, 2024, set to expire Aug. 4, 2025

Job Title	Maintenance Assistant
Department	VPSL Campus Living
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Nov. 20, 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/54244

Apply By Email

Job Description

The Maintenance Assistant (M.A.) is expected to perform routine repetitive semi-skilled maintenance in one or a combination of the trades. The incumbent will be expected to work with one or more SG-12 General Mechanics in carrying out their duties. While this position will generally operate under a journey level employee, incumbents may perform journey level activities under supervision or after receiving detailed instructions. Knowledge and the ability to use hand and shop tools associated with various trades is necessary.

The majority of duties will include

- Less complex plumbing, HVAC and electrical duties.
- Working knowledge and experience within the carpentry and other trade disciplines is also necessary.
- The incumbent must have the ability to identify areas in need of repair and proactively address all

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such issues. They must be able to understand and follow all directions/instructions as well as all laws, safety practices, policies and procedures and have a proven track record of providing excellent customer service.

- The ability to perform moderate to heavy manual labor and to stand, bend, stoop, sit, twist, lift and work at elevated heights using ladders and other equipment for extended periods of time is required.
- This position requires traveling on campus, between campuses and off campus. A valid license to operate a motor vehicle in NYS is preferred or the candidate should otherwise demonstrate their capacity to meet the transportation needs of the job.

Candidates will be expected to explain and demonstrate their skills and competence for this position. Since the activity of other employees depends upon the availability of the employee in this position reliable attendance is a factor that will be considered when filling this vacancy.

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. We support your growth and development through our career coaching and training department and we qualify as a public service loan forgiveness organization. Learn more about our [benefits website](#).

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

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applying for or inquiring about this job announcement.

Contact

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