

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

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Posted Jan. 31, 2025, set to expire Aug. 4, 2025

Job Title	Maintenance Assistant, Campus Operations
Department	Campus Operations
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Jan. 31, 2025
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/55580

Apply By Email

Job Description

This candidate should expect to perform routine inspections, preventative maintenance, routine installations, and repair tasks on a combination of mechanical, electrical, plumbing and motor equipment associated with the heating and cooling equipment on campus. The Incumbents may also perform journey-level activities, under supervision, or after receiving detailed instructions, to learn and perfect their skills.

Key responsibilities include:

- Perform routine inspections of boilers, chillers, cooling towers, pumps and other HVAC components and systems for correct operation.
- Take readings on meters and gauges to ensure proper operation.
- Check air compressors, blow down and add oil as needed.
- Perform routine preventative maintenance of boilers, chillers, cooling towers, pumps, strainers

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and other HVAC components and systems.

- Assist in the maintenance and repair of chillers, boilers, pumps, valves, and other HVAC plumbing, electrical and mechanical equipment.
- Respond to calls concerning mechanical, electrical or plumbing breakdowns to troubleshoot the problem, make necessary repairs or advise the appropriate authority regarding the problem.
- Operate and test water softeners and boiler water for correct limits.

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