

Maintenance Worker 2 Tufts University

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Posted Oct. 9, 2025, set to expire Feb. 21, 2026

Job Title	Maintenance Worker 2
Department	Facilities Services
Institution	Tufts University Medford, Massachusetts
Date Posted	Oct. 9, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
Job Website	https://jobs.tufts.edu/jobs/22361?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Shift: Tuesday - Saturday; 7:00 - 3:30PM

The Department of Facilities Services is responsible for the efficient and cost-effective operations, maintenance, and management of all Tufts University facilities, consisting of approximately 5 million square feet of space on three campuses (Somerville/Medford, Grafton, and Boston).

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A broad range of services is provided to support the University campuses, including: facility maintenance by all trades, capital maintenance, information technology systems for operations (work control, time capture, preventative maintenance), energy and utilities systems, recycling and waste management, event services, residential facilities coordination, grounds maintenance, and facility condition assessment and tracking. Facilities Services plays a critical role in planning for the \$30M/year deferred maintenance investment.

Related functions, which require close coordination with this department, are public and environmental health and safety, planning, design, and construction of capital and deferred maintenance projects, including major repairs, renovation, and new construction.

What You'll Do

The Maintenance Mechanic II assists with repairs, maintenance, and installations in accordance with diagrams, operations manuals, manufacturer's specifications, and management oversight.

- The Maintenance Mechanic II performs light carpentry work, carpentry repairs and installations, as well as performs maintenance and repair work not requiring a license on HVAC, Plumbing, and electrical systems.
- Examples of types of equipment repairs include, but are not limited to:
 - refrigeration, air conditioning, electric motors, heating units, motor controllers, waste/supply lines, light commercial furnaces, boilers, burners, intake and exhaust fans, VAV boxes.
- They routinely use hand tools, power tools, and precision measuring and testing instruments in the performance of their duties.
- *This position is considered essential as defined in the Tufts University Employee Handbook.*

What We're Looking For

Basic Requirements:

- Minimum of 5 years of experience in the facilities industry, performing maintenance and light construction
- High School diploma or GED
- Valid US driver's license
- Must be physically able to meet all job requirements
- Must maintain a professional appearance at all times and adhere to the University's uniform policy
- Must follow rules and regulations as described in the university and CBA Handbooks
- Must be conscientious, adaptable, and have the ability to communicate and work respectfully with co-employees, students, faculty, and staff
- Must have working knowledge of computers in a Windows environment, including use of e-mail for communication, and be adaptable to the use of portable technologies for the logging and tracking of work activities
- Possess a sound working knowledge of Computerized Maintenance Management Systems (CMMS)
- Must have good oral and written communication skills with the ability to read, write, and comprehend the English language

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- Must possess good time management and organizational skills, including the ability to multi-task, tactfully deal with unforeseen challenges and people, and work well in a team setting with other technicians and trades professionals
- Ability to verbally communicate with the customer, as the Position is front-facing and is the department liaison between the department and the customer.
- Must be able to articulate the work performed and the solution to the problem in a way that can be understood by a non-maintenance professional
- Required to work indoors and outdoors in potentially cramped spaces, during inclement weather year-round
- Ability to read and comprehend construction drawings/blueprints

Preferred Qualifications:

- Seven (7) years of experience in the facilities maintenance industry
- Experience with computers for creating Word documents
- Experience in the use Maximo CMMS system.

Special Work Schedule Requirements:

- Flexibility in work schedule required due to campus-related emergencies, events occurring nights and weekends, and special events such as matriculation and commencement

The pay rate for this position is \$38.17 / hour.

Contact Information

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

Contact

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