MAINTENANCE TECHNICIAN

Salary: Commensurate with experience

Work Address: Kentucky International Convention Center
221 S. 4th St., Louisville, KY 40202

Kentucky Venues' two major convention and exposition facilities – the Kentucky Exposition Center and the Kentucky International Convention Center – work with regional, national and international clients to host world-class events. Kentucky Venues also produces signature events annually: Kentucky State Fair, World's Championship Horse Show, National Farm Machinery Show, Championship Tractor Pull, North American International Livestock Exposition, and the North American Championship Rodeo.

Kentucky Exposition Center
The Kentucky Exposition Center is one of the largest exposition facilities in North America. It hosts some of the world’s most recognized events and trade shows with 1.2 million square feet of contiguous meeting space. There are 54 meeting rooms, two arenas and 300 acres of outdoor exhibit and demonstration space, which is all vastly configurable to the specific needs of our clients.

Kentucky International Convention Center
The Kentucky International Convention Center (KICC) is located in the heart of Downtown Louisville and hosts a full calendar of major conventions, conferences, expositions and private events. KICC reopened in late 2018 after a $207 million renovation yielding a multitude of eco-conscious designs and pre-function spaces featuring modern glass facades overlooking the cityscape. The facility boasts 200,000 square feet of Class A exhibit space and 52 adaptable meeting rooms.

Kentucky Venues is governed by the Kentucky State Fair Board.

Work schedule can include nights, weekends and holidays as required. Benefits include life, health, dental and vision insurances, free parking, paid personal and sick leave, and a state employee pension.

Position Description:
The Maintenance Technician performs various general maintenance duties including that of plumbing, carpentry, painting and masonry in order to sustain facility upkeep and improve its mechanical operation. The Maintenance Technician also routinely inspects facility properties, operating equipment and mechanical systems, such as electrical and HVAC, to detect any malfunctions or inefficiencies and makes minor repairs directly or reports complex issues for major repair accordingly and assists with basic application of mechanical systems when applicable.

Essential Functions (must be able to perform with or without reasonable accommodations):
- Performs general facility maintenance duties including that of plumbing, carpentry, painting and masonry.
- Uses a variety of tools including some or all of, but not limited to, hammers,
hoists, saws, drills, wrenches and measuring instruments.

- Inspects facility operating equipment and mechanical systems to assess functionality and detect malfunctions and determines if minor or specialized repair is necessary.
- Performs basic maintenance applications of electrical systems including replacement or repair of fixtures, bulbs, tubes, ballasts, sockets, fuses, minor appliances and cords using hand, power and specialty tools accordingly.
- Performs basic maintenance applications of HVAC systems.
- Performs minor repairs of mechanical systems including electrical and HVAC systems at supervisor’s discretion when applicable.
- Orders or advises supervisor to order parts, supplies and equipment for maintenance and minor repairs performed internally, dependent on facility inventory.
- Prepares repair work according to supervisor directives using drawings, diagrams, blueprints, maintenance manuals and other facility and industry references.
- Records notes of maintenance and repair work.
- Adheres to organizational core values and service expectations.
- Addresses guest inquiries and requests in a courteous and professional manner.
- Performs other duties and manages other responsibilities as assigned.

Physical and Mental Demands (must be met with or without reasonable accommodations to perform essential functions):
- Consistently moves about multiple acres of facility space and ascends/descends steps and ramps.
- Bends, stretches, twists, reaches and otherwise moves to perform inspection of equipment and other assigned duties.
- Frequently moves objects and equipment weighing up to 50lbs and greater than 50lbs.
- Consistently uses near, far and peripheral vision, exerts muscle force and coordinates one’s body to safely maneuver equipment including some or all of, but not limited to, the following: table and chair racks, stage pieces, vacuums, scrubbers, cars, trucks, forklifts, high lifts, scissor lifts and front-end loaders and inspect equipment for damages.
- Consistently functions and works within a moderate-to-high pressure environment, according to a stringent schedule.

Work Environment and Hours of Work:
- Event facility setting with moderate-to-high noise levels where event functions and facility maintenance are taking place as well as an office setting with minimal-to-moderate noise levels.
- Contingent on facility and event requisites, works a varied schedule consisting of: typical weekday hours, evenings, late nights, early mornings, weekends and holidays.
- Contingent on facility or event requisites, frequently works more than 40hpw.
- Exposure to various weather conditions, including some or all of, but not limited to, the following: rain, sleet, snow, hail, and extreme cold, heat and humidity.
- Exposure to high-allergen and other atmospheric elements including some or all of, but not limited to, the following: livestock and other animals, hay,
dirt, dust, and exhaust fumes.

- Exposure to potentially hazard-inducing elements and applications including some or all of, but not limited to, the following: use of heavy and specialized tools, moving vehicles and mechanical equipment, electrical current, working at above ground heights using ladders, lifts or other elevating devices, and direct contact with chemicals.

Knowledge, Skills and Abilities:

Knowledge of

- Use, transport, assembly and safe operation of facility equipment.
- OSHA standards of equipment operation including some or all of, but not limited to, the following: table and chair racks, stage pieces, vacuums, scrubbers, hand-trucks, cars, trucks, forklifts, high lifts, scissor lifts and front-end loaders.
- Organizational and facility policies, procedures and strategies to realize effective and safe operations.
- Customer and guest service principles, industry best practices and quality standards in order to provide outstanding customer and guest service.

Skilled at

- Actively listening – giving full attention to what is being said, understanding points being made and asking questions for clarification.
- Communicating effectively – conveying clear and concise messages verbally, including by two-way radio and possibly by phone and email.
- Reading comprehension – understanding written sentences and paragraphs in work-related documents.
- Critical thinking – using logic and reasoning to identify alternative approaches and determine effective solutions.
- Decision-making – considering the benefits and detriments of potential actions to choose the most appropriate action.
- Determining necessary maintenance and repair of equipment and performing minor repairs as necessary.

Ability to

- Understand spoken and written English language.
- Apply general guidelines or directives to specific scenarios or challenges to produce sound results or solutions.
- Determine when a detail or operational component or factor is erroneous, inaccurate or sub-par.
- Conduct self in a professional and composed manner.
- Comprehend, assess, and respond effectively to oral, written and non-verbal communication.
- Prioritize tasks and responsibilities within specified time constraints.
- Function effectively in moderate to high-pressure situations.
- Exert necessary muscle force to lift, push, pull, carry or otherwise move objects.
- Use abdominal and lower back muscles to support one’s body repeatedly and continuously during a shift without fatigue.
- Bend, stretch, twist, reach and otherwise move to perform assigned duties.
- Operate equipment safely, including some or all of, but not limited to, the following: table and chair racks, stage pieces, vacuums, scrubbers, hand-trucks, cars, trucks, forklifts, high lifts, scissor lifts and front-end loaders, without causing damage.
• Work collectively as a team member and take initiative to complete tasks working individually.

**Education and Experience:**
• Education resulting in ability to perform essential functions and yield and apply the noted knowledge, skills and abilities; high school diploma or equivalent is preferred.
• Professional licensure or certification in a trade is preferred.
• Minimum of two years of skilled trade or maintenance experience at an event, entertainment or other major public facility is preferred.

**Additional Requirements:**
Applicants and employees of this position may be required to submit to a drug screening test and background check.

**Application Process:**
Interested applicants should email a cover letter, résumé and at least 3 professional references to:

Chris Shinkle, Director of Operations
Kentucky International Convention Center
chris.shinkle@kyvenues.com

The subject line of the email shall state “KICC Maintenance Technician Vacancy”.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, GENETIC INFORMATION OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.*