



POSTED: October 4th, 2024

DEADLINE: Until Filled

JOB DESCRIPTION

POSITION: Maintenance Tech

DEPARTMENT: Facilities

SUPERVISOR: Maintenance Supervisor

LOCATION: Resort

EMPLOYMENT: Full-Time

PAY RATE: \$14.00 - \$18.00 (Non-Exempt) D.O.E

LICENSE STATUS: Non-Key-Employee

DESCRIPTION:

The Maintenance Tech is to perform routine maintenance and upkeep duties including carpentry, painting, and basic equipment facility repairs.

RESPONSIBILITIES:

- Provide excellent guest service to guests, internal and external, through active guest engagement and positive attitude.
- Uses own tools or obtains additional tools and supplies from maintenance room.
- Responds to maintenance requests promptly and trouble shoots repairs needed.
- Carry out repairs on ceilings, floors, and walls.
- Performs simple carpentry tasks, such as installing shelves/hooks, fixing broken locks, filling gaps on walls etc.
- Changes light bulbs, replace fixtures, and does similar minor electrical tasks.
- Performs a variety of general maintenance as directed by the facilities director.
- Maintains tools and maintenance equipment in working order and keeps maintenance room in neat condition.
- Provides general assistance to team members.
- Clean all areas as instructed.
- Vision (with correction) sufficient for reading, performing repairs, and painting.
- Sufficient manual dexterity to operate tools and machinery.
- Sufficient physical agility to work from ladders or on roof if necessary.

- Due to the dynamic casino environment from time to time, we require employees to be flexible and assume other responsibilities assigned by management.
 - To remain in compliance with Casino Regulatory policies and procedures, employees are required to attend all necessary meetings and training facilitated by Management.

MINIMUM QUALIFICATIONS:

- High school diploma or GED equivalent.
- Required to possess and maintain a valid Driver's License.
- Must be a steady, reliable worker.
- Mechanical aptitude acquired through vocational school, outside activities or prior job experience.
- Must be able to read simple instructions and follow simple diagrams.
- Must be able to perform tasks independently after being given instructions.
- Must have general knowledge of equipment used in mechanical, electrical and construction repair techniques.
- Ability to lift up to 50 pounds frequently in carrying out duties.
- Must be willing to work outside as directed.
- Must be able to work nights, weekends and holidays as required.
- Must be willing to become pool operator certified and any other certifications as required by the company.
- Must pass background checks and other pre-employment screenings.

PREFERRED QUALIFICATIONS:

- HVAC and Refrigeration experience and/or certifications.
- Electrical experience and/or certifications.
- Plumbing experience.
- Pool Operation certification.
- Possess and maintain a valid state driver's license and be insurable under the Tribes fleet policy.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

PREFERENCE FOR HIRING:

Preference shall be given when it is established that the applicant meets the qualifications as stated in the job description. The following order shall be adhered to for hiring:

- Enrolled LVD Tribal Member
- Parents/Legal Guardian of LVD Tribal member children and spouses of Tribal Members
- Other Native Americans
- All Others

Date Approved by LVD Gaming Commission: 05/16/2023.

Date Approved by the Public Enterprise Finance Commission (PEFC): 08/29/2023

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Sign _____ **Date** _____