

Operations & Preventive Maintenance Assistant

Job Summary: Assist with the upkeep and preventive maintenance of exercise equipment and facility repairs. Conducts inspections and evaluates maintenance needs in accordance with Campus Recreation's Preventive Maintenance Plan.

Requirements:

- Must maintain a cumulative 2.0 GPA.
- CPR/AED/First Aid certification required within 60 days of hire
- Familiar with operational aspects of various types of strength and cardiovascular exercise equipment.
- Knowledgeable on the use of hand and small power tools and all Campus Rec rules and policies.
- Demonstrates strong communication skills and attention to detail.
- *Preferred:* 1 year of experience performing maintenance in a Fitness Facility or similar working environment.

Responsibilities:

- Effective and clear communication with other Operations Assistants and supervisors.
- Inspect quality of fitness equipment cleaning at each shift
- Report housekeeping and facility maintenance concerns at each shift
- Perform monthly inspections and preventative maintenance on exercise equipment and record results on departmental forms.
- Perform monthly inspections of facility and report deficiencies to Facilities and/or Housekeeping
- Assist in making repairs in response to unscheduled maintenance requests.
- Assist with special event preparation and setup.
- Perform other duties as assigned

Compensation: \$11.00/hour