

Part-time Maintenance Technician

Job Summary:

The part-time Maintenance Technician is responsible for providing reliable lab and facilities maintenance for the Institute.

Overview of Duties:

- Day-to-day management and maintenance of the Institute's facilities
- Inspect building structures to determine need for repairs and/or renovations
- Coordinate installations and refurbishments and provide project oversight
- Manage upkeep of equipment and supplies to meet compliance standards
- Provides recommendations for facility project costs and feasibility
- Assist with stocking supplies or other items, as assigned
- Measure work progress against project schedules and promptly report compliance issues to management
- Assist with shipping/receiving
- Interact with staff and visitors to the office in a professional and friendly manner
- Able to report to work regularly at 8am (or earlier, as assigned), Monday-Friday
- Other duties, as assigned

Professional and Education Requirements:

- 10+ years of proven mechanical, plumbing, electrical, HVAC, and/or facilities management experience required
- High school or equivalent degree required
- Strong work ethic and the ability to work productively under fast paced working conditions required
- Experience with shipping/receiving required
- Familiarity with current laboratory safety requirements at the city, state, and federal level
- Experience working within a research or medical facility will be viewed positively
- Comfortable working in an office and a laboratory environment with possible exposure to fumes, chemicals, biological materials and organisms, and equipment. Able to follow appropriate and compliant procedures if exposed to any harmful substances.
- Excellent organization and time-management skills

Physical Requirements:

- Physical dexterity sufficient to use hands, arms, and shoulders, legs repetitively to operate a keyboard and other office equipment, use a telephone, access file cabinets and other items stored at various levels, including overhead
- Ability to speak and hear well enough to communicate clearly and understandably with sufficient volume to ensure an accurate exchange of information in normal conversational distance, over the telephone, and in a group setting
- Ability to stand for extended periods of time as necessary in the laboratory (4 or more hours)
- Ability to lift and move items weighing up to 30 pounds multiple times a day
- Physical dexterity and agility sufficient to move body frequently around laboratory equipment and instrumentation and within the company ceilings
- Ability to operate a personal computer, as needed

- Mental acuity sufficient to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions

EEOC Statement:

The Lieber Institute for Brain Development is proudly an equal employment opportunity and equal professional advancement employer. Employment decisions at the Lieber Institute for Brain Development are based on merit, qualifications, and abilities. It is our policy that the Lieber Institute does not discriminate in employment opportunities on the basis of race, religion, color, sex, age, marital status, national origin or ancestry, citizenship, physical or mental disability, sexual preference/orientation or veteran status with regard to any position or employment for which the applicant or employee is qualified.

To Apply:

Please send your resume through Indeed.