



## Employee Requisition Form Sequoia Inn

**Position to Be Filled:** Maintenance Technician

**Purpose:** Provide exemplary customer service to the Guests of the Sequoia Inn by performing a variety of Maintenance services to ensure an efficient operation of facility by altering, repairing, and maintaining building and systems

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Contribute to the positive image of the Sequoia Inn by maintaining building and facilities as directed
- Contribute to timely and quality completion of major projects by repairing or assisting in the repair of all restrooms, kitchen HVAC, fire preventions and Hotel room maintenance
- Provide for personal safety and that of others by following all safety rules and regulations
- Perform light demolition of walls and/or flooring in preparations of repair and/or remodeling
- Replaces light bulbs, ballast and fixtures as necessary
- Some ladder or scaffolding work required
- Must be able to work in high places as necessary, i.e. rooftops, exterior or interior of buildings, climb ladders etc.
- Minimum of 1 year of maintenance experience
- Some technical training preferred
- Ability to read blueprints and schematics
- Any other duties as assigned

<b>Reports To:</b>	Hotel Manager
<b>Starting Rate of Pay:</b>	D.O.E
<b>Approximate Hours:</b>	Part Time
<b>Filling Deadline:</b>	Open Until Filled

