

The Maintenance Engineer is responsible for ensuring efficient operation, inspection and maintenance of the hospital's essential utility systems, equipment, and buildings to ensure a safe environment for patients, staff and guests.

This position requires on-call. That requires availability on nights and weekends. When contacted you must respond in a timely manner.

As the hospital's equipment becomes more and more complex, vocational training is becoming more important. You will need a willingness to continually learn about new equipment and to keep up with technology.

#### **SUPERVISORY RESPONSIBILITIES**

May exercise some supervision over Public Service Workers or contractors.

#### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

#### **EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED) and one year of responsible experience in building and mechanical equipment maintenance and repair; or an acceptable equivalent combination of education and experience. Good skill in the use of hand and power tools, must be able to read and write, knowledge of basic math skills, be able to troubleshoot mechanical issues, and be able to work independently with little to no supervision.

#### **CERTIFICATES, LICENSES, REGISTRATIONS**

A valid driver's license.

#### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; sit; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. Employee must be able to pass pre-employment screening. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception (can be met through corrective lenses).

#### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this

## KCMH Maintenance Department

Maintenance Engineer



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mechanical parts.

job, the employee is frequently exposed to moving  
The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate to occasionally loud.

### Duties

- Inspect, operate, or test machinery or equipment to diagnose machine malfunctions.
- Properly inspect fire rated doors to NFPA 80 standards
- Use Maintenance Department Sheets to document information necessary for proper record keeping.
- Record type and cost of maintenance or repair work.
- Clean or lubricate shafts, bearings, gears, or other parts of machinery.
- Repair or replace defective equipment parts, using hand tools and power tools, and reassemble equipment.
- Perform routine preventive maintenance to ensure that machines continue to run smoothly, building systems operate efficiently, or the physical condition of buildings does not deteriorate.
- Inspect drives, motors, and belts, check fluid levels, replace filters, or perform other maintenance actions, following checklists.
- Use tools ranging from common hand, power tools, and testing equipment.
- Assemble, install, or repair wiring, electrical or electronic components, pipe systems, plumbing, machinery, or equipment.
- Plan and lay out repair work, using diagrams, drawings, blueprints, maintenance manuals, or schematic diagrams.
- Order parts, supplies, and equipment from catalogs and suppliers, or obtain them from storerooms.
- Maintain and repair specialized equipment and machinery found in cafeteria, laundry, offices, or anywhere in the hospital.
- Estimate repair costs.
- Assist with providing grounds keeping services, such as landscaping and snow removal.
- Perform general cleaning of buildings or properties.
- Help to maintain security of the building.
- Need to be trustworthy and reliable and not abuse privileges and benefits.
- Be able to accept responsibility and report to work on time.
- Adhere to hospital dress policy, personal hygiene, and appropriate jewelry.
- Be professional in speech; avoiding profanity and vulgar language.
- Be able to set a good example in carrying out hospital and department policies.
- Support the Department Director and Administration.
- Respect authority and work well with others.
- Any duty assigned to employee by Department Director or Administration.



**KCMH Maintenance Department**  
Maintenance Engineer



I have reviewed the above job descriptions and requirements and verify that I can meet all the specified duties and requirements.

I understand that Kiowa County Memorial Hospital (KCMH) cannot guarantee my employment and that KCMH can change wages, benefits and conditions of my employment at any time.

I understand that in the performance of my duties as an employee of KCMH, I must hold in confidence all that pertains to the patient, relatives and all other employees. Furthermore, I understand that intentional or involuntary violation of my employer's confidentiality may result in immediate termination of employment for cause.

I understand that a conditional job offer is extended, pending pre-employment physical.

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*Employee print*

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*Employee signature*

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*date*