



WIN-RIVER RESORT & CASINO JOB DESCRIPTION

JOB TITLE:	Temporary Maintenance Technician
DEPARTMENT:	Facilities
REPORTS TO:	Technical Services Manager
SALARY:	Grade 5, Entry \$14.34/hourly
FLSA STATUS:	Non-exempt
SUPERVISES:	None
JOB SUMMARY:	This team member performs a wide variety of duties relating to the installation, construction, operation, maintenance, and repair of Resort & Casino facilities

ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential duties and responsibilities outlined here are representative of those that must be met by the team member to successfully perform the essential functions of this position, however, are not all inclusive:

1. Performs a wide variety of general building, construction, and maintenance repairs and services
2. Operates a variety of equipment including, but not limited to, forklifts, tractor loaders, tractor mowers, brush chippers, and trucks with or without trailers
3. Performs duties by using a variety of portable power tools and a variety of hand tools
4. Performs asphalt and cement maintenance and repair
5. Performs landscaping and grounds maintenance
6. Performs janitorial duties to assist Housekeeping team members
7. Ensures that all safety regulations are followed
8. Monitors the Facilities setup calendars and completes all jobs as required
9. Plans, coordinates, and executes office movements
10. Cleans and maintains the Resort & Casino's warehouse and maintenance shop
11. Receives, distributes, codes, and logs all packages delivered to the warehouse
12. Completes assigned maintenance requests within specified timeframes
13. Monitors and maintains Facilities inventory
14. Performs all duties in a manner that continually supports the vision, mission, values, and principles of the Resort & Casino
15. Performs all duties in a manner that adheres to the guest service standards established by Win-River Resort & Casino's guests service program
16. Any other duties assigned by the Technical Services Manager

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EDUCATION REQUIREMENTS

The education requirements outlined here are representative of the minimum that must be met by the team member to successfully perform the essential functions of this position, however, higher levels of education than required will be reflected during the recruitment process:

- A High School diploma, or the equivalent thereof, is required
- Completion of scissor lift training is required
- Additional training and certificates in this field are preferred

EXPERIENCE AND KNOWLEDGE REQUIREMENTS

The experience and knowledge requirements outlined here are representative of the minimum that must be met by the team member to successfully perform the essential functions of this position, however, higher levels of experience and knowledge than required may be reflected during the recruitment process:

- The ability to operate all required vehicles and equipment, and to use a variety of hand tools is required
- A thorough knowledge of plumbing, carpentry, painting, plastering, and all other facets of building trades and grounds maintenance is required
- Knowledge of applicable safety procedures involved in construction and repair work is required
- Must have a strong combination of written and verbal communication skills to write, read, and comprehend written correspondence, concurrent with the ability to effectively communicate with guests and team members of the organization
- Must be able to perform job functions in an atmosphere where priorities and deadlines may change frequently
- Must have current California Driver's License and current insurance
- Knowledge of janitorial and housekeeping skills preferred

PHYSICAL REQUIREMENTS

The physical requirements outlined here are representative of those that must be met by the team member to successfully perform the essential functions of this job:

- The ability to climb stairs and ladders, stand, walk, reach with hands and arms, climb or balance, stoop, kneel, crouch, crawl, or sit for an extended period of time, up to eight (8) hours or more, is required
- Must be able to lift, push, pull or carry up to sixty (60) pounds

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WORKING CONDITIONS

The working conditions outlined here are representative of those that the team member will or may be exposed to while performing the functions of this job:

- While performing the duties of this job, the team member is frequently exposed to second-hand tobacco smoke
- While performing the duties of this job, the team member is usually subject to inside environmental conditions
- While performing the duties of this job, the team member may occasionally be subject to outside environmental conditions and to wet and/or humid conditions

OTHER INFORMATION

- Native American Preference Policy applies
- This position is for a specified period of time, generally no more than six (6) months. Classification not eligible for benefits. Tenure may be extended beyond six (6) months in accordance with the needs of the business, generally for seasonal obligations
- This individual must be able to meet the suitability requirements of the Redding Rancheria's Gaming Agency to obtain a gaming license
- Win-River Resort & Casino is a drug-free workplace; applicants must be able to pass a pre-employment drug and alcohol screening
- This job description does not list all the duties of the job. You may be instructed by management to perform other tasks or functions
- This job description is not a contract for employment. Employment with Win-River Resort & Casino is considered "at-will"
- Must be able to comply with the Win-River Resort & Casino Common Language Rule
- Reasonable accommodations may or may not be made dependent upon the nature of the work required by the position
- Win-River Resort & Casino reserves the right to add, delete or modify without notice

Revised 8/7/18 kc

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