

**Post A Position**

Position Number: 100000000072220267

Title: BUILDING OPERATIONS TECHNICIAN

Cost Center: 1-8866 | HOSp TCH REPAIRS & MAINTENANCE

Job Code: E685

Job Code Name: Building Operations Technician

Payroll: TCH - Cambridge

Budgeted Hours Per Pay Period: 40

Hours Per Week: 40

Job Hours: 2:00 pm - 10:00 pm

Work Shift: Evenings

Schedule: Full Time

Is this a Union Position?: YES

Union Name: 877 - LOCAL 877

Location: CHA Cambridge Hospital, Cambridge, MA 02139

Recruiter: Melissa A Keefe

Hiring Manager: Thomas Deviller

Supervisor: Joseph Nichols

Does this position require credentialing? No

**Job Description**

Department information for candidates:

Cambridge Health Alliance is a 450,000 square foot Hospital with 189 licensed beds. The mission here is safety and quality of care. The facilities team maintains the equipment and infrastructure of the building and protects the environment of care. Cambridge Hospital is the flagship institute of Cambridge Health Alliance. It is of the utmost importance that the department works and communicates as a team to maintain the facility.

#### Duties/Responsibilities:

1. Correctly completes preventive and corrective maintenance work requests in a timely manner.
2. Records and maintains data pertinent to the healthcare mission of Cambridge Health Alliance.
3. Maintains acceptable mechanical knowledge and skills base to meet the requirements of the facilities.
4. Reads, interprets, and follows NFPA codes, TJC accreditation requirements, Commonwealth of Mass. State Health Department licensure regulations, Commonwealth of Mass. State Electrical Codes, EPA regulations and Current Commonwealth of Mass. State Building Codes as they relate to the daily functions of the Alliance Facilities.
5. Monitoring and troubleshooting of assigned equipment and devices using test equipment, technical manuals, control drawings, electrical schematics, and mechanical diagrams.
  - a. Follows preventive and predictive maintenance for testing, cleaning, planned repairs, equipment maintenance, and operations.
  - b. Orders and maintains stock
  - c. General maintenance duties including but not limited to working to reduce energy consumption, replacing ceiling tiles, performing minor carpentry such as cutting of drywall for repairing of holes, painting of small areas, applying fire stopping materials to ensure fire safety as required, floor tile replacement, performing minor furniture repairs, and minor roofing repairs
  - d. Urgent or Emergent maintenance duties as assigned such replacing ceiling tiles, light bulbs, performing minor carpentry such as cutting of drywall for repairing of holes, applying fire stopping materials, adjusting door locks and door closers to ensure fire safety as required, or similar duties as defined
  - e. Observes outside contracting work and communicates code violations or concerns to supervisor for follow-up.
  - f. Completes required paper work and makes required computer based entries into CHA systems as needed & nbs p;

g. Participates in appropriate role in fire drill and disaster drills, fires and other situations

#### Qualifications/Experience:

##### Education/Training:

o Equivalent to 4 years of high school vocational training or equivalent experience.

##### . Licensure:

o Commonwealth of Massachusetts 2nd class team fireman license preference or relevant experience.

##### . Certifications:

o EPA Section 608 Refrigeration Certification preferred.

##### . Work Experience:

o Three years' experience working in Plant Operations in the Healthcare industry.

##### . Physical Skills:

o Extended periods of sitting, bending, and walking.

o Eye-hand coordination.

o May work irregular hours between meals or breaks

o Able to manipulate small to large objects, align heavy furniture, as well as objects and tools.

o Able to enter data in logs work orders records etc. with legible numbers and letters.

o Able to enter data and information into electronic databases and systems through various hospital provided electronic devices e.g, lap tops , tablets, mobile phones

o Visual acuity to accurately read small print and or numbers from work orders, instruction manuals.

o Can maneuver up and down moderate to high ladders on tops of equipment small tight spaces.

o Able to reach arm's length in front of the center line of body full length overhead.

o Able to lift carry heavy objects tools of no more than forty (40) pounds weight.

o Able to bend, twist, rotate around body axis to service, repair, and equipment.

o Auditory acuity to hear phones, equipment alarms, voices and converse in a very noisy environment.

##### . Mental Skills:

o Can work independently self-starter accepts responsibility readily

o Cognitive ability to read write understand analyze work order requests policies procedures.

o Can evaluate process information rapidly make appropriate judgments decisions.

o Multi-task oriented good organizational abilities

- o Able to work in demanding stressful environment with concentration to complete the task in spite of interruptions distractions customer comments etc.
- o Able to work with little or no

**Requestor Information**

Submitted: 09/23/2019

Requestor: NICHOLS IV,JOSEPH C

Contact Number: 6176652681

**Request Cost Center Manager(s)**

Resp. Mgr.: DEVILLER,THOMAS R

SLL: NICHOLS IV,JOSEPH C

VP: BROWNE,EDWARD M

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Joseph Nichols, CHFM  
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Director Facilities Management

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