



Position Open Notice
Maintenance Technician II – Part-time
Payson Campus

College and Area Information: Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

Organizational Relationship: The Maintenance Tech reports to the Assistant Director of Administration – Payson Campus. This is a part-time position generally consisting of no more than 19.5 hours per week as scheduled by the supervisor.

Required Qualifications:

- Possess a good working knowledge of several trades of a construction or maintenance nature.
- Ability to operate various types of power equipment safely and effectively.
- Ability to take directions and work well with minimum supervision.
- Willing and able to perform various custodial duties.
- Ability to perform moderate to heavy physical work in various indoor and outdoor environments.
- Willing and able to work a non-traditional schedule and respond to emergencies at any time.

Preferred Qualifications:

- Ability to work quickly, neatly, and effectively often under tight deadlines.
- Direct experience in one or more trade areas.
- Experience of a similar nature; preferably in an educational setting.

Responsibilities:

- Perform general carpentry in a wide variety of areas as directed.
- Perform general plumbing installation and repairs.
- Perform various types of painting to include prep and clean-up.
- Perform custodial duties as directed.
- Assist in all areas of maintenance and custodial operations to ensure our campuses are available for use in a safe and effective manner.
- Perform other duties as assigned.

Application Information: **Please submit an EAC application form along with a letter of application addressing each of the required and preferred qualifications and describing experience related to the position responsibilities to:**

Eastern Arizona College
Payson Campus
Part-time Maintenance Tech Position
201 Mud Springs Road
PO Box 359
Payson, AZ 85547

The submission of all required application materials for the screening committee's review is the responsibility of the applicant.

Applicants must be prepared to interview at their own expense.

Closing Date All applicant materials must be received by 5:00 p.m., Friday, February 26, 2021. A decision is anticipated on or about March 12, 2021.

Compensation and Position Availability: The position compensation is \$16.50 per hour. The anticipated position start date is as soon as practical once the successful candidate is identified.

Questions:

Supervisor – Ann Knights

- Voice: (928) 468-8039
- FAX: (928) 468-8043
- E-mail: ann.knights@eac.edu

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at http://www.eac.edu/About_EAC/Consumer_Information/report.pdf. Additional copies are available at the Alumni Library (Thatcher Campus), the Learning Resource Center (Payson Campus), and the library (Gila Pueblo Campus). A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at each of the campuses: EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ (Thatcher Campus); Gila Pueblo Campus Administration Office, located at 8274 Six Shooter Canyon Road, Globe, AZ (Gila Pueblo Campus); and Payson Campus Administration Office, located at 201 N. Mud Springs Rd., Payson, AZ (Payson Campus).

A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.