

# STATE OF ALASKA

DEPARTMENT/DIVISION: Corrections/Institutions/Wildwood CC	PCN: 20-6407
JOB CLASS/TITLE: <b>Maintenance Specialist, Electronics, Journey II</b>	WHEN POSITION IS NEEDED: <b>ASAP</b>
WAGE GRADE: 51/A	PAY WAGE: \$27.67/hour
CITY LOCATION: Kenai	
CONTACT: Tracy Smith	PHONE NUMBER: 907-276-7211 Ext 3 FAX NUMBER: 907-279-7171 EMAIL ADDRESS: tracy@local71.com
CDL REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO TYPE OF CDL: Class A or B ENDORSEMENTS: None	FIREARMS REQUIRED: <input type="checkbox"/> YES / <input checked="" type="checkbox"/> NO
PRE-EMPLOYMENT BACKGROUND <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO TYPE: Full Criminal Background Required  DRUG TESTING CHECK REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	COMMENTS: Prior to or at the time of interview please provide a current Resume', Three Professional References, Copy of Professional License/Certification, and Three most recent evaluations, if available.

**JOB DESCRIPTION:**

Under general supervision, this position is responsible for maintaining and repairing, the infrastructure of the complex to support WCC (Wildwood Pre Trial, Wildwood Transitional, and Wildwood Correctional building 10, outbuildings - warehouse, shop and storage buildings). Must have the ability to complete all of the duties, functions and tasks independently, without having results reviewed in progress. At Journey level II - highest level skilled crafts.

**ELECTRONICS SYSTEM MAINTENANCE** - Perform advanced installation, maintenance and repairs on the following: DDC equipment and systems for HVAC, lighting and Fire/Life Safety applications; CCTV equipment and systems; Premises Communication systems for voice and data, with systems comprised of metallic, cable and fiber optic technologies; Telecommunications equipment and systems; LAN / WAN systems; Broadband and radio systems; All electrical kitchen and laundry equipment power and control systems; Fire alarm components and systems; Security detection systems; Control systems, circuits and components such as gate / door operators and locking devices; Motor control center and emergency transfer switch control systems. Must have an excellent understanding of wire management practices and procedures. Able to perform electronic system interrogation to simplify security operations. Provide basic Electronics training programs as directed by the unit supervisor to instruct others in maintenance section. Ability to develop Preventive Maintenance programs and schedules for all of the aforementioned systems.

**ELECTRICAL SYSTEM MAINTENANCE** - Install raceway systems for power, lighting and communication. Working with maintenance electrician, install, maintain and repair electrical power and lighting systems. Perform basic electrical maintenance and repairs such as repair or replacement of light switches, power receptacles, light fixtures and related components while using lockout/tag-out procedures. Perform preventive maintenance on power generation system, stationary engines and battery maintenance.

**MECHANICAL SYSTEM MAINTENANCE** - Perform plumbing maintenance and repairs, such as repair or replacement of sinks, toilets, faucets and mixing valves. Perform fundamental work maintaining and repairing HVAC systems. Perform facility preventive maintenance such as pump and compressor lubrication and changing air filters and belts.

MECHANICAL LOCKS - Install, repair and maintain all types and styles of commercial and security grade mechanical locking devices in all types and styles of doors, doorframes and gates. Able to properly duplicate commercial and security keys and related documentation per DOC policy. Install, maintain and repair pneumatic devices such as door and lock operators.

MAINTENANCE- OTHER DUTIES AS ASSIGNED - Provide assistance to other maintenance staff as assigned, performing tasks such as snow removal or grounds keeping and facility maintenance. Assist other Maintenance Staff with Asbestos removal projects as needed. Provide assistance to Operations and Security Staff and also assist Administrative Staff in providing services to the institution.

Special Considerations for this job: This position is located in a prison and requires daily contact with inmates and supervision of inmate workers. The facility houses prisoners classified as medium/minimum security risks. This adds the additional responsibility of performing security tasks in addition to the maintenance duties assigned. Work must be accomplished within a highly structured environment, which includes limitations on when and where work may be performed. The individual selected for this position must pass an extensive criminal background investigation before hire.

**SPECIAL REQUIREMENTS**

Special skills and Special licenses or endorsements required:

Advanced Electronics Systems installation, maintenance and repair. Ability to develop Preventive Maintenance programs and schedules for electronics systems. Electrical and mechanical systems maintenance knowledge as well as for locking devices. Advanced Automatic control installation, maintenance, and repair. Electrical and Electronic theory and advanced electrical distribution.

A valid Alaska commercial driver's license, Class A or B; Certified with the State of Alaska as an Electronics Technician; NICET Fire Alarm Certificate Level I/II preferred; Confined Entry Training Certification; PR and First Aid Certification; Asbestos abatement certificate (or ability to obtain same within six months of hire); Certified with the State of Alaska as an Electronics Technician; Must obtain fork lift training and certificate within 6 mos. of employment; OSHA required respirator fit testing; Pass a Department of Corrections Background/Security check

**THIS POSITION REQUIRES THE INCUMBENT TO OPERATE**

MACHINERY: W-24 Case Loader, John Deere bucket loader, John Deere Tractor with mower attachment, 1 Ton Sander, Fork Lift Truck, Champion Road Grader, Model D740, 2 1'1 Ton Flatbed Truck, ¾ Ton Snow Plow Truck, Snow-Blower, Four Wheel All-Terrain Vehicles: Van, Pickup, Car, Auto Car 10 yard dump truck, Auto Car 10 yard sander,

INSTRUMENTS: Combustion Analyzers, Micrometers, Multimeters (Volt meter, Amp meter, Ohm meter), Flow meters, Thermometers, Tachometer, Hydrometers, Weight scales, Transit, Calipers. Refrigerant gas/liquid detectors and leak detectors. Multi-gas analyzer used in confined space entry testing. Additional machinery, tools and instruments needed to complete job.

**TOOLS:**

Band saw, Sanders, Porta-Power, Shapers, Power Saws, Arc Welders, Airless Paint Sprayers Generators, Drill Presses, All Hand Tools, Micrometer, Chainsaws, Plasma torch, Oxy/acc torch, Mig welder, Rotary Hammer Drills, Jack Hammers, Sand Blasters, Gas Welders, Pneumatic Air-Tools Compressors, Pipe Threading Machine, Hot Tar Machinery, Torque wrenches, Office Equipment, Computers, Typewriters, Copy Machines, Calculators, Portable 2-way Radio.

**TYPE OF POSITION**

<input checked="" type="checkbox"/>	Permanent Full-Time	<input type="checkbox"/>	Permanent Full-Time Seasonal
<input type="checkbox"/>	Permanent Part-Time	<input type="checkbox"/>	Permanent Part-Time Seasonal
<input type="checkbox"/>	Non-Perm Full-Time	<input type="checkbox"/>	Non-Perm Part-Time
<input type="checkbox"/>	Non-Perm Part-time Sporadic	<input type="checkbox"/>	Seasonal