Distribution Mechanic

**JOB PURPOSE**

Perform routine, emergency, preventive maintenance and construction assignments relating to the operation and/or maintenance of utility systems, including the Central Chilled Water Plant and the Central Heating Plant and their distribution systems.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES**

Repair and install utility production and distribution systems such as: chillers, boilers, water/sewer/steam/chilled water distribution and their sub-systems.

Perform these tasks utilizing skills such as digging, cutting, drilling, painting, cleaning, and assembling.

Perform welding tasks related to utility distribution systems such as: pipefitting, pipe welding, and general welding activities.

Perform quality control inspections of contracted utility distribution work for compliance with IU and governmental regulations.

Participate in mandatory training sessions related to Utility Systems. Act as mentor and conduct on-the-job training of personnel in the Utility Trainee program.

Respond to emergency situations immediately and work quickly to correct the problem(s).

Perform other utilities related work as needed.

Drives vehicle.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Advanced working knowledge of tools & equipment used in mechanical, electrical or operational type maintenance work.

Ability to work in a safe and efficient manner.

Ability to read, write and speak English fluently.

Ability to read and follow blueprints and maintenance and operation manuals.

Ability to understand and follow oral and written instructions.

Ability to perform basic computer operations and use email utility.

Ability to work in safe and efficient manner.
MINIMUM REQUIREMENTS

**Education:** High school diploma or GED.

**Experience:** Completion of the Distribution Maintenance tract of the Utility Trainee program OR five (5) years verifiable experience.

**Certifications/Licenses:** Valid driver’s license and ability to be insured by Indiana University.

PHYSICAL REQUIREMENTS

Sitting, standing, walking, driving, climbing ladders, squatting/kneeling, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 75 lbs multiple times per shift, fingering, talking, hearing, and seeing.

WORKING CONDITIONS

Working conditions require exposure to extreme hot or cold temperatures for one hour plus. Experiences long periods of standing and walking. Risk of bodily injury from mechanical parts, electricity, fumes, loud noises, odors, heights and tight spaces.

The intent of this job specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this specification.

A person with a disability who is pursuing employment opportunities with Indiana University and wishes to discuss minimum requirement accommodations should contact the campus HR office.