Lighting Specialist

**JOB PURPOSE:**

Performs general lighting maintenance including light fixture repair and bulb replacement.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

Maintains lighting systems and fixtures by providing basic maintenance and repair.

Troubleshoots problems and malfunctions.

Replaces/installs ballasts and bulbs.

Operates utility carts and University vehicles to transports materials, equipment or replacement parts to job site.

Assists with other seasonal activities as needed such as snow and ice removal, application of deicing agents, etc.

Performs other general building maintenance as needed.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of and/or ability to learn to use materials, methods/principles and tools specific to the needs of the Lighting Specialist trade.

Ability to read and interpret drawings, blueprints and/or schematics.

Knowledge of applicable building codes, regulations or ordinances.

Ability to work in safe and efficient manner.

Ability to understand and follow verbal and written instructions.

Ability to read and write in English and possess good math skills.

Ability to use a computer.

**MINIMUM REQUIREMENTS:**

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

**Experience:** One year experience in light maintenance and/or facility upkeep/care.
**Certifications/Licenses:** Valid driver’s license and ability to be insured by Indiana University. May be required to acquire and maintain a material-specific abatement certification, supervisor certification or other required certifications.

**PHYSICAL REQUIREMENTS:**
Sitting, standing, walking, climbing off and on equipment, squatting/kneeling, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 50 lbs multiple times per shift, fingering, talking hearing, and seeing.

**WORKING CONDITIONS:**
Equal amounts of time spent indoors and outdoors with possible exposure to extreme hot or cold temperatures for one hour plus. Possible exposure to distracting/uncomfortable noise levels and vibration of body or extremities. Risk of bodily injury from mechanical parts, electricity, etc. Possible exposure to fumes, odors, etc. that may affect respiration and skin. May work in confined spaces and all types of weather. May work with electricity, steam, dangerous chemicals and gases.

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.