



## SEATTLE AQUARIUM

### JOB POSTING

#### Engineering/operations technician

<b>Posted:</b>	Open to internal and external applicants
<b>Reports to:</b>	Aquarium engineer
<b>Status:</b>	Full-time, hourly, benefitted position
<b>Hours of work:</b>	Sunday–Thursday workweek, 7am–4pm. Occasional need for weekend or after-hours work as related to operational needs and projects.
<b>Date needed:</b>	<b>As soon as possible</b>
<b>Posting expires:</b>	<b>January 18, 2019</b>

#### **About the Seattle Aquarium:**

The Seattle Aquarium is owned by the City of Seattle and under nonprofit management. The Aquarium currently serves over 850,000 visitors and 40,000 schoolchildren and their teachers annually. Guided by its mission of *Inspiring Conservation of Our Marine Environment*, the Seattle Aquarium has a realistic plan for phased growth based on record-setting attendance, membership and fundraising growth, an energized board of directors and professional management. The current annual budget is \$18 million.

#### **Position description:**

The Seattle Aquarium is recruiting for an engineering/operations technician to join the facilities department. This position provides support and technical expertise for a variety of maintenance/repair activities and coordinates work with skilled crafts and other departmental work units under the supervision of the Aquarium engineer. Responsibilities include presenting a high level of dependability and accountability across all assigned tasks, effectively communicating across departments, collaborating in a team setting, coping with change and operating at times in environments of uncertainty, utilizing sound analysis, good judgment and experience when solving complex problems, and demonstrating a willingness to learn new methods and approaches to challenges.

#### **Essential functions:**

- Assist the Aquarium engineer or other Aquarium engineering technicians as needed to complete assigned/scheduled work tasks and projects. Requires the ability to work both independently and with team members to complete work tasks.
- Assist contractors, and schedule and oversee vendors working on Aquarium grounds as assigned by the Aquarium engineer.
- Perform daily rounds; and monitor animal life support systems, building energy management systems, safety and security systems and other mechanical systems.

Communicate issues to Aquarium engineer in a timely and effective manner and help to resolve as needed.

- Perform routine mechanical installations and repairs under the supervision of the Aquarium engineer.
- Troubleshoot facilities equipment and systems and anticipate the impact these repairs will have on associated systems.
- Proactively communicate potential impact of work within the facilities team and to the broader Aquarium community.
- Assist with repairs to the building and to exhibits as needed. May require working with wood, drywall, paint, metal, concrete, etc.
- Fulfill work orders (both preventative and reactive) as assigned by the Aquarium engineer through the established CMMS system. Examples include: HVAC filter changes, water filter backwashes, motor oil changes, etc.
- Organize, store and inventory parts, fittings and supplies in service areas on an as-needed basis. Create purchase requests when necessary.
- Attend and participate in regularly scheduled team meetings to discuss and coordinate work. Monitor the various institutional calendars to forecast and avoid conflicts with assigned work.
- Maintain and create records, logs and other reports as assigned.
- Respond to emergencies as needed to take immediate and corrective action including major systems failures and alarms in times of emergency or natural disaster to protect assets. Take immediate and appropriate action as instructed by the Aquarium engineer.

**Additional responsibilities:**

- Act as team lead for contractors or other internal and external work teams in the Aquarium engineer's absence or at the request of the Aquarium engineer and/or facilities manager.
- Proactively communicate any issues of concern that may arise during your shift to the appropriate staff. Establish and maintain cooperative and effective working relationships with others.
- Participate in regular trainings at the Aquarium's discretion related to safety or improving skill level. Remain current in trainings and techniques that ensure the well-being and safety of animals, employees and the visiting public. Includes attending Aquarium-sponsored trainings such as CPR, first aid, Zoonosis, etc.
- Perform other related duties as required.

**Required skills, abilities:**

- General knowledge of:
  - Building mechanical systems (HVAC, plumbing, electrical, etc.) and how to troubleshoot them.
  - Building automation systems.
  - Safety and PPE requirements for working in an industrial facility. Includes working with and around tools (hand and power), mechanical equipment, electrical equipment, hydraulics and chemicals.
  - Federal, state and local building codes and statues pertaining to facilities operation.
- Operate and maintain a variety of power tools and equipment.
- Experience working around general public and awareness of customer service norms.
- Trained in operation of a scissor lift, rowboat and other equipment as needed to complete work tasks at the Aquarium.

- Read and interpret all related operating procedures, manuals and safety protocols.
- Read blueprints, schematics, datasheets and piping and instrumentation diagrams.
- Communicate verbally and in writing by clear, legible and organized presentation to multiple stakeholders internal and external to the Aquarium.
- Proficient in use of MS Office suite, and possess the ability to learn MS Project, AutoCAD, Visio and/or other related software as necessary to complete the assigned work.
- Detail-oriented, organized and diligent approach to both everyday tasks and problem solving.
- Complete work tasks effectively, efficiently and safely, with a desire to achieve a craftsman quality.
- Strong organizational and time management skills; the ability to prioritize, allocate and monitor workload; using sound judgment to address problems and discrepancies.
- Interpersonal and communication skills to successfully conduct operational activities, and influence others to be operationally effective.
- Obtain certificates, licenses and registrations as required to perform duties outlined in the job description.
- The following training/certifications must be successfully completed in first 180 days of employment (and maintained thereafter):
  - Scissor-lift training
  - Ladder safety training
  - Confined space training
  - Woodshop safety training
  - CPR training
  - Respirator fit test training
  - Fall protection training

**Experience, education and certifications:**

We will consider various combinations of relevant experience and education to meet minimum requirements.

**Required:**

- Must have a minimum of two years' experience in a building engineering, mechanical and/or technical field.
- A.A. degree/apprenticeships/professional certifications and licenses in any life science or mechanical/technical field required.
- Valid Washington state driver's license and a clean driving record in order to be able to travel independently throughout western Washington.\*

**Preferred:**

- Experience in an aquarium or similar facility.
- B.S. degree

**Working conditions:**

- Regularly required to sit, use hands and fingers, handle, or feel and talk or hear.
- Frequently required to reach with hands and arms, stand, walk, stoop, kneel, crouch, crawl, and adjust focus, peripheral vision and close vision.
- Frequently required to lift up to 50 pounds and may be required to "team lift" heavier weights.

- Work in confined spaces, at heights (i.e. roof and use of aerial lifts), with biohazards, chemicals, over water and occasionally in watercraft.
- Must be able to swim.
- Work around animals with exposure to potentially dangerous animals, and their feces/diseases.
- Safely use scissor lift and other power equipment to complete responsibilities.
- Drive company vehicles as needed for maintenance and other errands.
- Exposure to outside weather conditions and noise from machinery and visitors when Aquarium is busy.
- Work schedules that include one or more weekend days per workweek and holidays. With notice, may be required to work any shift for special events and other business needs.
- At times, be on call for emergencies.

**Salary and benefits:**

\$24.03–\$26.44/hour (\$50,000–\$55,000 annual equivalent), D.O.E. Please include pay expectations in your materials. Full-time staff are eligible for the Seattle Aquarium’s comprehensive benefits package to include medical, vision, dental, health reimbursement account, medical and dental flexible spending accounts, life insurance, short- and long-term disability, access to a subsidized ORCA pass, a Family Plus membership and generous paid time off. To read more about our culture and benefits, visit our careers page at [SeattleAquarium.org/careers/](http://SeattleAquarium.org/careers/).

**How to apply:**

The Seattle Aquarium is a progressive, equal opportunity employer that values a diverse workforce. All candidates are encouraged to apply by uploading a résumé and one-page letter detailing interest and relevant experience in our [online application](#).

Please let us know if you require a reasonable accommodation to apply for this job.

**\*Note:**

Must pass a background check and motor vehicle records check, upon job offer, to be eligible for this position. Regarding driving records: during the last 36 months you must not have had any of the following experiences: left the scene of an accident; been convicted of reckless, negligent or careless driving; had automobile insurance canceled, declined or not renewed; been convicted of an alcohol- or drug-related offense; had driver’s license suspended or revoked; been convicted of three or more speeding violations.