OVERVIEW
The Baltimore Museum of Art is seeking an entry level Building Technician with hands-on building maintenance experience in a commercial/institutional setting. This position is responsible for supporting overall general maintenance operations including general repairs and the operation and maintenance of the Museum, warehouse building and utility readings.

RESPONSIBILITIES
Responsibilities include but are not limited to:

- Perform troubleshooting, repairs, service, preventive maintenance.
- Record monthly meter reading for steam, water and restaurant.
- Record quarterly waste water readings.
- Responds to emergency calls experiencing mechanical/plumbing/electrical system.
- Help troubleshoot equipment and repair and/or replace motors, valves, chilled/heat coils, etc. as needed.
- Collaborate with Facilities, Engineering and Custodial staff to repair and adjust equipment.
- Assist in assembling, updating and maintaining a Master Equipment Data Base to include but not limited to: equipment type; serial number; capacity; location; date of purchase; manufacturer; preventive maintenance characteristics; requirements; frequencies and standards; run times; operation logs; permits and licensure as required.
- Assist other mechanics, vendors and/or other departments to solve problems to ensure proper operation of all equipment.
- Assist other with the maintenance of emergency generator with monthly full load tests and maintenance outages to be coordinated with the Senior Maintanance Technician and the Assistant Director of Facilities and Engineering.
- Observe contract work during capital improvements.

QUALIFICATIONS
- High school diploma or GED and a minimum of 1-3 years of general maintenance experience in a commercial/institutional setting.
- A valid Class “C” driver’s license with a good driving record.
- Analytical and organizational skills.
- Strong verbal/written communication and computer skills such as Outlook, Word and Excel.
- Strong troubleshooting skills.
- Good mechanical/technical aptitude.
- Must be able to work a flexible schedule when needed, with rotating scheduled on-call weekends.
- Ability to work independently and coordinate work with others on a job site.
- Ability to establish and maintain good working relationships with tradesmen, administrators and museum colleagues.
- Must be able to use and work with basic hand tools.
Physical Requirements

• Ability to perform manual labor; carry tools and handle materials of up to 100 pounds; work at heights on aerial lifts, scaffolding, stepladders and/or extension ladders; crawl in, under, over, or through crawl spaces and equipment, and work in confined spaces; and, walk on museum roof for repair tours. May be required to do extensive walking, bending, stooping, crawling, and kneeling in the course of completing daily work assignments.

• Ability to work in adverse environments, indoors and outdoors (hot or cold, as required) and/or in inclement weather. Assignments may involve exposure to dust, dirt, noise, climbing ladders, crawling and extreme temperatures. Some assignments will involve exposure to disagreeable elements.

BENEFITS

The BMA is an equal-opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

For this non-exempt position we offer medical, dental, vision, prescription, 403b deferred compensation retirement plan with employer match, long term disability, employee assistance program, flexible spending & transportation account, discounts at the museum shop, programs and exhibitions, and restaurant, and reduced fee gym membership. We also offer accrued vacation, holidays, personal days, floating holidays, and sick days each fiscal year.

APPLY

Research shows that women and individuals from underrepresented backgrounds often apply to jobs only if they meet 100% of the qualifications. We recognize that it is highly unlikely that an applicant meets 100% of the qualifications for a given role. Therefore, if much of this posting describes you, then you are highly encouraged to apply for this role.

Please send a cover letter and resume to HR@artbma.org with “Building Technician” and your first and last name in the subject line.

No phone calls please.

Incomplete application materials will not be considered.

Position will be posted until filled.