



## Blues City Brewing Company, LLC

### JOB DESCRIPTION

Job Title: Building and Grounds Technician  
Department: Process Utility Maintenance  
Reports to: Building and Grounds Supervisor  
Job Band: Hourly

Prepared By: Sheri Beckman  
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Approved By: Carl Parnell  
Revision Date:

### POSITION SUMMARY

The Building and Grounds Technician will perform general maintenance and corrective repair of property, its structures and all associated mechanical, electrical, plumbing and emergency systems as directed by Building & Grounds Supervisor. Working under close supervision, assists in monitoring building system operations and performance. Utilizes several trade skills such as carpentry, plumbing, electrical, painting, roofing, heating and cooling. Complies with applicable codes, regulations, governmental agency and company directives related to building operations and work safety. Performs assigned day-to-day repairs, emergency and preventative maintenance. Completes maintenance and repair records as required. Reviews assigned work orders. Assists with troubleshooting and repairs. Responds quickly to emergency situations, summoning additional assistance as needed.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Be able to work any and all scheduled hours, and all shifts, change shifts during the week, and work required weekend overtime.
- Comply with all work and safety rules, including wearing of personal protective equipment (i.e. safety glasses, gloves, hat and/or hairnet, respiratory/air mask, emergency breathing equipment, goggles, rubber boots, ear plugs, safety harness, arm gauntlets, insulated clothing, face shields, and hard composite or steel toe shoes).
- Work with and/or around hazardous chemicals (i.e. caustics, acids, ammonia) with personal protection equipment, and on-site training.
- Ensure building and grounds interiors and exteriors are clean and safe.
- Inspects and identifies equipment or machines in need of repair.
- Troubleshoots issues to determine necessary repairs.
- Performs other related duties as assigned.

This position description is intended to guide the activities of the maintenance supervisor. It is not intended to limit the thinking and creativity of the person to the work of this function, nor is it intended to describe all the work that may be required of the person in this position.

### REQUIRED SKILLS AND ABILITIES:

- Ability to follow instructions from supervisors or senior maintenance workers.
- Knowledge of general carpentry and repair.
- Ability to use hand tools and power tools.
- Excellent organizational and time management skills.

QUALIFICATIONS:

- High school diploma or GED certificate required.
- 2-5 years' experience in manufacturing environment
- Intermediate PC skills using Microsoft Office products including Excel

COMPETENCIES

- Attention to Detail
- Flexibility
- Policies, Process, and Procedures
- Quality

PHYSICAL AND MENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear. The employee must occasionally lift and/or move up to 50 pounds. Specific vision requirements in close vision and the ability to adjust focus.

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Employee Signature

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Date