

MURRIETA VALLEY UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: **EQUIPMENT SYSTEMS TECHNICIAN**

REPORTS TO: Maintenance Supervisor or another administrator as assigned

JOB GOAL: Repair and maintain district equipment and mechanical systems in safe, reliable, and efficient operating condition, including future technology upgrades and advanced equipment platforms, while ensuring accurate digital documentation, preventive maintenance scheduling, and asset inventory management through the district's electronic systems.

QUALIFICATIONS

Knowledge of

1. Principles, methods, tools, and materials used in the inspection, maintenance, and repair of mechanical equipment and machinery.
2. Operation and characteristics of mechanical, hydraulic, pneumatic, electronic, and battery powered equipment.
3. Diagnostic techniques for mechanical, electrical, electronic, and operational equipment failures.
4. Safe work practices including lockout/tagout procedures and required PPE.
5. Welding, fabrication, and metalworking procedures.
6. Proper storage, handling, and use of lubricants, solvents, and chemical agents.
7. Basic first aid procedures.
8. Safety rules and regulations related to equipment operation and repair.
9. A wide range of equipment systems, including gas powered, battery powered, propane powered, electronic, and electrically powered platforms.
10. Preventive maintenance practices for equipment such as vacuums, scrubbers, blowers, mowers, trimmers, utility carts, small engines, and other equipment commonly used in operational settings.
11. Emerging technologies upgraded mechanical systems, and evolving equipment platforms, including digital diagnostic tools, advanced power systems, and electronic interfaces.
12. Computerized maintenance management systems (CMMS) are used for scheduling preventive maintenance, tracking work orders, documenting repairs, and maintaining asset inventories.
13. Industry standard practices for asset tracking, lifecycle documentation, and preventive maintenance planning.

Ability to

1. Perform skilled preventive maintenance and repairs on district equipment and mechanical systems.
2. Diagnose mechanical, electrical, electronic, hydraulic, and pneumatic malfunctions.
3. Read and interpret manuals, schematics, diagrams, and service bulletins.
4. Accurately estimate labor, materials, and time required for repairs.
5. Maintain accurate maintenance logs, digital records, and documentation.
6. Safely operate tools, welding equipment, diagnostic instruments, and shop

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- machinery.
7. Communicate effectively with staff, vendors, and administrators.
 8. Work independently while maintaining high workmanship standards.
 9. Exercise good judgment and maintain confidentiality.
 10. Learn and apply district policies and procedures.
 11. Establish and maintain cooperative working relationships.
 12. Meet physical requirements involving lifting, bending, and manual labor.
 13. Work as part of a team.
 14. Repair, maintain, and troubleshoot a wide variety of equipment systems, including gas, electrical, electronic, battery, and propane platforms.
 15. Use the district's electronic maintenance management system to create, update, and close work orders; maintain accurate asset inventory; and follow preventive maintenance schedules.
 16. Maintain detailed digital records of equipment condition, service history, parts usage, and lifecycle data.

Training and Experience:

1. Education equivalent to completion of the twelfth (12th) grade, preferably including vocational coursework in automotive or mechanical technology.
2. Minimum of two (2) years of recent experience in mechanical, automotive, or equipment servicing.
3. Demonstrated dependability, reliability, and safe work habits.
4. Possession and maintenance of a safe driving record in compliance with the California Vehicle Code.
5. Must obtain and maintain a valid California Class B Driver's License within six (6) months of hire.
6. Experience using electronic work order systems, maintenance software, or digital asset tracking tools, or demonstrated ability to learn district adopted systems.
7. Experience repairing, maintaining, or servicing a broad range of equipment systems, including gas, battery, propane, and electrically powered platforms.

ESSENTIAL FUNCTIONS

1. Install, service, inspect, troubleshoot, and repair a wide range of district equipment.
2. Maintain and repair equipment located throughout district facilities.
3. Repair and replace electronic controls, switches, and components, including work with standard and high voltage systems.
4. Estimate labor and material costs and maintain accurate service and repair records.
5. Perform machinist tasks to fabricate or modify replacement parts.
6. Inspect, diagnose, and repair mechanical, hydraulic, pneumatic, gas, propane, electric, and battery powered equipment.

7. Participate in training, as required.
8. Maintain a clean and safe shop environment.
9. Attend safety and departmental meetings.
10. Operate district vehicles and equipment as needed.
11. Maintain preventive maintenance schedules for all assigned equipment using the district's electronic maintenance management system.
12. Maintain accurate asset inventories within the district's electronic system.
13. Create, update, and close work orders, ensuring all labor, parts, and service notes are accurately recorded.
14. Learn, operate, and service new or upgraded equipment, digital diagnostic tools, and advanced mechanical or electronic systems introduced into district operations.
15. Support the integration of new technologies by participating in training, adapting repair practices, and applying updated maintenance procedures.
16. Communicate with vendors regarding parts, repairs, and inventory.
17. Perform other related duties as assigned.

PHYSICAL ABILITIES

1. Able to see clearly enough to read printed materials, digital displays, diagrams, and technical instructions.
2. Able to communicate verbally and hear normal conversational speech.
3. Able to sit, stand, walk, bend, stoop, kneel climb, and work on elevated surfaces such as ladders, ramps, and platforms.
4. Able to lift, carry, push, and pull materials and equipment up to fifty (50) pounds, or up to one hundred (100) pounds, with assistance.
5. Able to perform sustained physical labor for extended periods.
6. Able to demonstrate the range of motion necessary to perform tasks requiring reaching, lifting, bending, and manual operation of tools and equipment.
7. Able to use personal protective equipment, including respirators, when required.
8. Able to work safely in confined spaces, at heights, and in varying environmental conditions.
9. Able to perform tasks requiring fine motor skills and manual dexterity, including the safe use of hand tools, power tools, and diagnostic instruments.
10. Able to work safely with common chemical agents and materials used in operational, maintenance, or repair environments.
11. Able to operate a variety of powered and non-powered equipment and vehicles in a safe and effective manner.

TERMS OF EMPLOYMENT: Twelve Month Work Year
Classified bargaining unit member

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EVALUATION: Performance of this job will be evaluated in accordance with Board of Education policy and the collective bargaining agreement. The assigned administrator will complete the evaluation.

Approved by: Board of Education Date **8/11/26**

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT
IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY
EMPLOYER**

**MURRIETA VALLEY SCHOOL DISTRICT
IS A TOBACCO-FREE, DRUG-FREE WORKPLACE**