

DEPARTMENT OF MILITARY AFFAIRS
Lincoln's ChalleNGe Academy

CAREER OPPORTUNITY ANNOUNCEMENT
Personal Services Contract

POSITION TITLE: MAINTENANCE TECHNICIAN I
SALARY: \$3,009.00/MONTH
WORKSHIFT: Determined by the Maintenance Supervisor
LOCATION: Rantoul, IL
LCA #20-038

AREA OF CONSIDERATION: N/A

EXAMPLE OF WORK: Under the administrative direction of the Maintenance Supervisor, performs operational and maintenance functions on state and federal property assigned to the Lincoln's Challenge Academy. Provides assistance to the Maintenance Supervisor on difficult building maintenance projects, repairs, and modifications. Responsible for routine maintenance and minor repairs of LCA facilities, grounds, machinery, equipment, and vehicles.

1. Receives maintenance work order requests from LCA staff and food service managers identifying maintenance requirements. Maintains a log of requests received and provides status updates. Briefs supervisor when requested work cannot be accomplished in a timely manner.
2. Performs diagnostic repairs on LCA equipment, to include grounds equipment, kitchen equipment and appliances, building maintenance equipment, and building operational equipment including heating, ventilation and air-conditioning systems. Reads and interprets blueprints of facilities and operational systems. Recommends contract repair when repair is beyond in-house capabilities.
3. Provides assistance in preventive maintenance tasks including painting, carpentry, window replacement, repairing doors/locks, and installing miscellaneous hardware. Performs minor plumbing repairs, troubleshoots electrical problems, and performs minor electrical repairs. Performs grounds maintenance, to include, landscaping, general lawn care, mulching, weed control, snow and ice removal.
4. Performs general maintenance on LCA vehicles. Assists in transporting vehicles to state repair facility when required.
5. Provides instruction, guidance, direction, and supervision to cadets in the performance of various janitorial and maintenance tasks and in the operation of necessary equipment such as buffers, sweepers, snow blowers, mowers, lawn edgers, etc., when required.
6. Performs other duties as required or assigned which are reasonably within the scope of duties enumerated above.

REQUIREMENTS: Requires the knowledge, skill, and mental development equivalent to the completion of high school. Requires 1-year experience in performing a variety of semi-skilled manual tasks in the maintenance of vehicles, buildings, and grounds.

LCA #20-038 (continued)

KSA's: Requires ability to follow written and oral instructions in a timely manner. Requires ability to work independently with minimum supervision. Requires general knowledge of hand and power tool equipment and their operation. Requires general knowledge of military protocol for vehicle preventive maintenance checks. Requires ability to interpret vehicle and equipment service manuals. Requires general knowledge and ability to perform building maintenance, heating and ventilation/air-conditioning system maintenance, and minor electrical/plumbing repairs. Requires ability to lift and carry 80 pounds, i.e., heavy boxes, supplies, etc., ability to move heavy furniture and equipment; tolerate heights and machinery noise, and exposure to a variety of fumes and chemical agents. Requires being on feet for long periods of time. Requires ability to climb stairs and ladders to change light bulbs, paint, etc; requires being on hands and knees for extended periods of time to perform landscaping duties, withstand extreme temperature changes to shovel and/or plow snow, mow lawns, and perform external maintenance. Requires a valid Illinois driver's license..

ALL APPLICATIONS MUST BE COMPLETE: Those applications that are received missing any required information or documents will **NOT** be considered. Prior military personnel must attach a copy of their DD Form 214 to their application.

DOCUMENTS THAT CANNOT BE ACCEPTED: Photographs, copies of position descriptions, performance ratings, awards, and letters of appreciation.

EMPLOYMENT STIPULATIONS:

- This is an announcement for a Personal Services Contract for the Lincoln's Challenge Academy and the State of Illinois. At this time, this contract does not provide for medical, dental or life insurance and state retirement plans are not available. Specific questions regarding benefits should be directed to the point of contact on this announcement.
- Prior to hiring, a federal background check for computer access is required.

EQUAL OPPORTUNITY: The Lincoln's Challenge Academy is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, member or non-membership in an employee organization or any other non-merit factor.

WHERE TO SUBMIT: Applications must arrive no later than the closing date specified on this announcement. Call or e-mail and receive a DMAIL-LCA Form 210 (Employment Application) and a Release of Information Form, or obtain documents at our website: www.lincolnschallenge.org
Mail, email or fax documents to:

Lincoln's Challenge Academy
ATTN: James M. Campbell, Sr., Human Resource Manager
212 W. Borman Avenue
Rantoul, IL 61866
(217) 761-1302
FAX: (217) 761-1385
james.m.campbell26.ctr@mail.mil

Date Posted: 21 September 2020

Closing Date: 19 October 2020