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| <b>Job Title</b>      | Engineering Technician       |
| <b>Reports To</b>     | Chief Engineer               |
| <b>Direct Reports</b> | N/A                          |
| <b>Status</b>         | Regular Full-Time Non-Exempt |

## OVERVIEW

The Engineering Technician is a critical member of the engineering team responsible for the safe operations and maintenance of the physical plant systems on the Hobby Center premises. They perform routine preventative maintenance and troubleshooting on HVAC, plumbing, lighting, and electrical systems under minimal supervision. They respond to service requests from the facility occupants, while providing exemplary customer service.

## MAJOR FUNCTIONS

- Responds to Facility Service Work Orders from building occupants. Requests may include plumbing, HVAC, lighting, and electrical service calls.
- Completes major/minor repairs and performs in-depth preventative maintenance on equipment being used at primary facility as well as other facility maintenance services that may be assigned.
- Interprets compliance requirements and ensures standardization of work.
- Identifies opportunities for process/system improvements and implements them as they are approved.
- Takes and logs readings from critical equipment and takes appropriate corrective actions before system outage occurs.
- Interprets blueprints and schematic drawings or oral/written instructions to assure completion of work as planned.
- Diagnoses building management/energy management systems for faults and errors.
- Uses tools and equipment that are sophisticated in nature and need to be kept in a calibrated or adjusted state.
- Keeps tools and work areas in a clean and orderly manner.
- Uses required personal protective equipment while satisfying all work requests.
- Observes and complies with all company safety policies.
- Completes all required work and paperwork within adequate amount of time.
- Serves as primary technical resource in area of expertise.
- Works on and completes all facility team-based goals.

This position will require working 8 hour shifts typically 8am-4pm or 4pm-12am, depending on organizational needs as scheduled among the engineering team. Opportunities for overtime are available depending on event schedules and required coverage.

Responsibilities may be modified as needed to meet the organization's goals.

## TRAITS AND CHARACTERISTICS

Team members at the Hobby Center for the Performing Arts must thrive on challenge and be comfortable working in a dynamic, fast-paced environment.

- High school diploma or equivalent.
- A minimum of 1 year of experience in the operations and maintenance of facility systems, 5 years' experience is preferred.
- Strong understanding of preventative and predictive maintenance (PM) tasks with the ability to document PM tasking and frequency changes.
- Proven HVAC and building systems knowledge.
- Ability to troubleshoot electrical/mechanical circuits.
- Has basic knowledge of construction processes and techniques.
- Ability to obtain boiler operations permit within 30 days of employment.
- Responsible for acquiring and maintaining local, state, or federal required licenses and/or certifications.
- Current Universal Refrigeration License and/or other positional licenses as required.
- Excellent communication and interpersonal skills are required.
- Basic computer skills are needed.
- Knowledge of basic electrical, plumbing, and general building maintenance.
- Be able to get into and work in tight places with minimal openings.
- Ability to work at various heights using ladders and lifts.

## ABOUT THE HOBBY CENTER FOR THE PERFORMING ARTS

The Hobby Center for the Performing Arts deepens understanding of our shared humanity. We serve as a connector, convenor, and incubator for all Houston audiences, artmakers and arts organizations. By presenting engaging performances and educational programs, we strengthen our sense of belonging to shape a more cohesive and connected Houston community. Opened in 2002, the Hobby Center campus houses two theaters including the 2,650-seat Sarofim Hall and the 500-seat Zilkha Hall. Delivering a best-in-class patron experience, the Hobby Center welcomes over 400,000 audience members annually to engage with high-quality arts programming including the Memorial Hermann Broadway at the Hobby Center series. The Hobby Center is also home to a full season of musical theatre produced by Principal Resident Company Theatre Under the Stars, as well as a variety of diverse performances from both Houston-based and touring artists and companies. Education and accessibility initiatives are central to the Hobby Center's impact in Houston through programs like the ExxonMobil Discovery Series that welcomes thousands of students to performances every season.

The Hobby Center for the Performing Arts is an equal opportunity employer where equity, diversity, inclusion, and accessibility are deeply valued.