



JOB DESCRIPTION

EXHIBIT MAINTENANCE TECHNICIAN

Position Title: Exhibit Maintenance Technician

Dept.: Exhibitions & Featured Experiences

Reports to: Manager, Exhibit Maintenance

Salary Grade: Unpaid Intern/Volunteer

Position Overview: Assess Exhibit Problems and Execute Repairs to Exhibits.

Major Tasks and Responsibilities:

- Support exhibit maintenance and repair needs. Make immediate repairs and analyze the need for major repair and redesign.
- Respond to daily calls from Public Operations regarding assistance with exhibit related maintenance issues.
- Maintain exhibit support systems. Develop, test, implement, evaluate and track preventative maintenance programs for exhibits.
- Provide support for Exhibit Production staff and outside firms in the installation of Liberty Science Center exhibits.
- Work as a team member on fabrication projects as required.

Other Tasks:

- Maintain materials and spare parts inventories, shop maintenance, and off-site storage records.
- Provides technical support to other Liberty Science Center departments as required.
- Responsible for the use, maintenance and safe-keeping of tools necessary to perform job.
- Assist with general exhibit cleaning as needed.
- Other duties and responsibilities as assigned

Requirements:

- Lifting of heavy materials required as needed.
- Ability to use simple hand tools and power tools to accomplish tasks.
- Available evenings and weekends, possibly early mornings.

Experience/Qualifications:

- Experience in at least one or more of the following: electronics, computers, mechanics or wood/metal working.
- Ability to work on multiple projects simultaneously both independently and in groups.
- Knowledge of shop equipment a plus. Should be comfortable working at heights (as required). Driver's license in good standing is preferred.

Education: High School diploma, Trade or College qualification in Computer programming, carpentry metal work or electrical or equivalent experience.

Last Revised: October 5, 2009