



FOR THOSE WHO  
**DARE**

Here is your home.

## Facilities Technician IV

### Job Purpose/Role

Maintains facilities, facilities systems and equipment in order to provide a safe, efficient and comfortable workplace. Responsibilities include operation, repair, and preventative maintenance of all building facilities and equipment; move and installation of equipment and or furniture; and other related duties. Assist the Facilities Management in the coordination of tasks within the facilities team. Performs maintenance and repairs on facilities and related equipment in building or office as needed to maintain specifications. Provide a comfortable, safe and clean working environment for employees. Under general supervision and/or mentoring, assists with daily operations of building equipment and learns all aspects of building mechanical and electrical equipment systems. Effectively responds and executes on customer service requests and builds working relationships with customers to ensure needs are met on a proactive basis. Provides support to enterprise through 24/7 on-call availability. Assist the Facilities Manager or Supervisor in the coordination of tasks within the facilities team.

### Key Responsibilities

- Perform preventative maintenance on restrooms, conference rooms, parking garage, and lighting systems. Performs routine repairs and maintenance of building and/or office facilities and equipment including the setup of power tools as required. Makes routine, periodic, or special inspections to determine repair and maintenance work necessary to prevent breakdowns of facilities, machinery, and equipment.
- Conduct building, floor and grounds inspections to assess building maintenance needs.
- Where and when applicable, remove snow from entrances and docking areas by using appropriate equipment.
- Prioritize and effectively complete service requests as assigned, including event/conference room set-up and workstation configurations.
- Performs building and/or office facilities maintenance duties such as furniture moving, maintenance of office equipment, simple electrical projects, spot painting or cleaning, light construction or exterior clean up. Tests, inspects, troubleshoots, and repairs machines and equipment and reports problems to supervisor as appropriate.
- May provide back-up support to Building Service Supervisor, including work direction and support of service team, on-call rotation, and proactive response to operating systems
- Performs work in more than one of the maintenance trades: plumbing, painting, machine and equipment repair, electrical and HVAC, construction, repair, and/or alteration of structures such as walls, or office fixtures.
- Works with vendors and external contractors to evaluate and schedule equipment repairs. Reviews inspections with vendors for facility items, i.e. café equipment, roofs, parking areas, etc. Coordinate the installation of all types of equipment. Includes planning and installing all needed services and equipment (plumbing, electrical, ventilation, compressed air).
- Monitor Building Management System to includes performing routine, regular daily checks for temperature, humidity, and static pressure, verifying HVAC, plumbing and electrical systems are working properly and performing routine preventative maintenance on all associated systems. Oversee and maintain critical HVAC systems to ensure that indoor environments are comfortable and in compliance with building requirements. Includes making daily rounds of all systems, performing routine maintenance and emergency repairs.
- Coordinate work with outside service providers as needed. Manage fire control systems including testing and maintenance.
- Provides assistance on preventative maintenance program on entire building infrastructure. Evaluate work

processes and equipment conditions and make recommendations to improve running efficiencies to include writing and maintaining effective processes for all equipment procedures and preventative maintenance. Facilitate special projects as required by management and act as a resource to other Facilities Technicians.

### **Key Requirements/Skills/Experience**

Experience:

6-7 years of experience required: HVAC Operations experience or equivalent education. Experience with Building Automation Systems required

8-10 years of experience preferred: HVAC Operations experience or equivalent education. Experience with Building Automation Systems

Education

- \_ High school diploma required
- \_ Two-year degree preferred: Building Operations/Equipment

Licenses/Certifications/Other

Second Class C Boiler License with minimum; valid MN Driver's license



### **Additional Information**

At Allianz, we foster a workplace where every person feels welcome, connected, and valued.

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### **Reference Code**

AZ56568740-E

Allianz is the home for those who dare – a supportive place where you can take the initiative to grow and to actively strengthen our global leadership position. By truly caring about people – both its 85 million private and corporate customers and more than 142,000 employees – Allianz fosters a culture where its employees are empowered to collaborate, perform, embrace trends and challenge the industry. Our main ambition is to be our customers' trusted partner, instilling them with the confidence to grow. If you dare, join us at Allianz Group.

Allianz is an equal opportunity employer. Everybody is welcome, regardless of other characteristics such as gender, age, origin, nationality, race or ethnicity, religion, disability, or sexual orientation.

Retiring with financial security. Living life with confidence. At Allianz Life®, every employee knows these are the things that matter. To do what matters means giving employees the tools and opportunities they need to create innovative, industry-leading products, to discover and embrace new trends, and to strengthen the customer experience. As a company, it means creating a culture that is inclusive, where doing the right thing comes naturally, and promoting an environment that develops talent, seeks excellence, encourages smart risks, and recognizes and rewards people for their performance. Doing what matters for employees helps everyone focus on doing what matters most for our customers. Allianz Life. What you do here matters.

Why Allianz Life®? Because we hire people who are dedicated to doing what matters and we give you the quality training, support, and advancement opportunities you need to succeed. As a company known for its financial strength, we offer generous benefits, have a strong commitment to community involvement, a collaborative culture, and a unique level of energy. The result is engaged and more productive employees. From the very first day you join our team, you will know that your contributions are valued. We practice True Balance at our campus by



providing a fun work environment, an on-site child development center, a fully staffed fitness center, and a variety of meal options in both our full-service cafe and bistro. And all medical, dental, and retirement benefits are effective the first day you join Allianz Life, so you can focus on what truly matters.

An equal opportunity employer.

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