

WESTERN MICHIGAN UNIVERSITY

TITLE: Ice Technician II

GRADE: M-5

FUNCTIONS:

The incumbent maintains the condition of the ice surface, and operates and maintains the ice resurfacer. The incumbent routinely inspects, cleans, and replaces damaged or sections of tempered glass, interior rink boards, white high density dasher boards, and yellow kick boards. The incumbent inspects tempered glass sheets encircling the ice rink for chips, cracks and breakage; removes damaged or deteriorated sheets; and installs replacement sheets, securing tempered glass to aluminum posts with nuts and bolts. The incumbent cuts white plastic to size for interior boards and attaches plastic to aluminum frames with screws; yellow plastic base boards are attached to white plastic in a similar manner. The incumbent works from floor/ice level to a height of four feet (48") without the use of ladders and scaffolds and at heights above four feet with the use of ladders or scaffolding. This position routinely inspects aluminum bleachers in the ice arena and pool area to ensure that seats are properly fastened to seat backs and that benches are properly anchored to concrete floors. The incumbent tightens screws and replaces missing hardware; and patches concrete in which benches are anchored.

The incumbent monitors gauges for ice temperature, reports temperature and compressor readings into a log book a minimum of two times during the duration of the shift and reports any problems to his/her supervisor as necessary. This position monitors and maintains the condition of the ice: measures depth with a drill, adjusts the shave to maintain proper depth, levels the ice, and resurfaces the ice to maintain a smooth skating surface. The incumbent is responsible for coordinating the removal of ice during annual shut down and the making of new ice. The incumbent performs weekly maintenance on the ice resurfacers, which include: adjustments as needed i.e., level front to rear, down pressure, filling drain, cleaning the Olympia dump pit, lubrication, maintaining fluid levels, adjusting and changing blades for the ice resurfacer, setting level for cut, change oil as needed and schedule quarterly or emergency inspections with the garage. The Incumbent is responsible for painting the base surface, lines and logos, removing old advertisement signs and installing replacement signs.

This position utilizes hand and power drills to set holes in plexiglass, aluminum frames and plastic boards and to measure ice depth. The incumbent employs hand and power saws to cut plastic and aluminum to size for rink boards. This position uses manual and power screwdrivers, wrenches, ratchets, pliers, hammers, chisels and other tools and devices to attach and tighten plexiglass, aluminum frames and plastic panels as well as aluminum bleachers and other fixtures and hardware. The incumbent operates a small engine edger machine to level the ice surface and operates the ice resurfacer to resurface the ice. This position employs a stop watch to time the filling and dumping of tanks. The incumbent employs approved cleaning chemicals/compounds and buffing machines to clean plexiglass and plastic boards. This position cleans the ice

resurfacers dump pit with a shovel and uses a broom to sweep ice resurfacers debris and dirt, dust and other extraneous materials from the ice resurfacers and office areas.

This position determines inventory requirements for supplies, materials and replacement parts, and notifies supervisory personnel when (re)ordering is necessary. This position operates a motor vehicle to transport tools, supplies and materials to work sites and to pick up merchandise shipments for the Pro Shop. The incumbent organizes assigned work so as to minimize materials and man-hours required for proper completion of work, and instructs others in the operation of and preventive maintenance for all related tools and equipment.

The incumbent cleans the seating in Section 24 on a regular basis. This position performs basic custodial functions as needed. The incumbent performs other duties as requested by the Building Director including set-up, tear-down for special events and assist in cleaning the pool area as needed.

The incumbent assists in training new drivers on the proper operation of the ice resurfacers; assigning individual jobs on game nights in the event of glass breakage; providing written instruction to all drivers as to areas of concern on ice; training and assigning tasks to other ice technician(s). The incumbent will also assist in supervising student employees in the performance of assigned tasks.

This position maintains and repairs the furnishings and fixtures in the ice arena. The position assists in maintaining and repairing the furnishings and fixtures throughout the building. This position maintains the work area, the office and ice resurfacers parking area, tools, equipment, supplies and any assigned vehicle(s) in a neat, clean and orderly condition and performs work in accordance with established safety practices. The incumbent must wear MIOSHA approved safety shoes at all times and must wear a hard hat, and safety glasses when using power tools. Other protective gear must be worn when appropriate. The incumbent may not wear loose-fitting clothing, which might become entangled in equipment or machinery, posing a hazard to incumbent's safety. This position performs additional duties as requested by supervisory personnel.

Maintains past and current records for ice depth measurement and refrigeration plant. Maintains files on ice resurfacers maintenance, maintains a blade and cost log for refinishing and schedules semi-annual preventive maintenance on water temperature booster. The incumbent is responsible for providing the Building Director and supervisor with a compiled year end report consisting of detailed accounts of expenditures for the year.

QUALIFICATIONS:

The incumbent must be able to read and comprehend written instructions and safety regulations regarding the performance of job duties, and must have sufficient writing and mathematical skills to prepare estimates and supply requisitions. The incumbent must be able to interpret diagrams, written specifications and operating instructions. Possession of a valid Michigan chauffeurs license is required for operation of any assigned vehicle used to pick up merchandise and equipment and for operation of the ice resurfacers. Prior experience in the operation of heavy machinery is preferred. Must have basic working knowledge of the operational function of the refrigeration plant. The

incumbent must possess Ice Technician Certification or must be working toward completion of the Ice Technician Certification.

In order to perform the essential functions of the job, the incumbent must be able to ascend/descend a six-foot (6') step ladder ten to fifteen (10-15) times per day to install, maintain and/or repair plexiglass panels and interior rink boards. The incumbent must be able to raise/lower 25-30 lbs to/from a height of four feet (48") in order to install and remove plexiglass, tempered glass and plastic sections. The incumbent must be able to transport 25-30 lbs distance up to 200 yards in order to move cut panels from the work room to the rink area. The incumbent must be able to raise propane tanks weighing 25 lbs each to a height of 4.5 feet (54 inches) to fuel the ice resurfacer, and must be able to fill the ice resurfacer water tanks, located 60 inches from floor level with 20 gallons of water at a temperature of 140^o F. The incumbent must be able to raise and maneuver 12-foot sections of aluminum bench weighing twenty-five (25) pounds. The incumbent must be able to apply 100 foot pounds of torque to a wrench to unbolt sections of boards and plexiglass.

The incumbent must be able to move, manipulate and maneuver equipment, materials and hand and power tools. The incumbent must be able to steer the ice resurfacer while simultaneously controlling switches and pumping the ice clearing mechanism. The incumbent must be able to hold sections of plexiglass, plastic and tempered glass in place while operating a power drill or screwdriver to set and install screws. The incumbent must be able to adjust tension on ice resurfacer engine belts. The incumbent must be able to maneuver and manipulate screwdrivers, hammers, wrenches, and other tools to install, remove, dismantle, adjust, reassemble and reinstall boards, plexiglass, benches, goals, hardware on team and penalty box doors, and other arena and swimming pool fixtures and furnishings.

In order to obtain a valid Michigan driver's license, the incumbent must possess 20/40 vision with or without corrective lenses. The incumbent must be able to properly level and groom the ice surface.

The incumbent must be able to tolerate exposure to extreme temperatures ranging from 0^o F to 100^o F, in the ice rink and swimming pool areas. The incumbent must be able to tolerate noise levels up to 70 decibels when operating power tools and must be able to tolerate exposure to dirt, dust, pollen and other airborne debris. The incumbent must be able to tolerate exposure to propane fumes from ice resurfacer fuel tanks and chlorine fumes emanating from the location of ice temperature gauges. The incumbent must be able to work in cold and dampness up to eight hours per day and must be able to enter and maneuver in restricted spaces to maintain the undercarriage of the ice resurfacer and change blades in the ice conditioner assembly.

A physical examination administered by the employer's designated physician is required to determine the incumbent's ability to perform the essential functions of the job and/or identify the need for a reasonable job accommodation.