



OHIO LABORERS' *Training & Apprenticeship*

TRUST FUND

25721 Coshocton Rd, Howard, OH 43028 • Phone (740) 599-7915 • Fax (740) 599-9557

JOB OPENING

DATE: April 14, 2026

FROM: Teresa L. Burson, HR Director

JOB TITLE: Maintenance Technician

POSTING END DATE: Friday, May 8, 2026

The Ohio Laborers' Training and Apprenticeship Trust Fund is currently in the process of recruiting a full-time **Maintenance Technician** for the Drexel J. Thrash Training Center located in Howard, Ohio.

We are searching for someone who is a self-starter, can manage themselves, and complete assigned work with or without supervision.

The Maintenance Technician is a skilled worker whose primary responsibility is to perform tasks such as repairs and maintaining equipment and building systems, as well as ensures the OLTC facility is tidy and functional.

- Performs general maintenance to avoid possible failures and malfunctions.
- Assists in developing and preventive and corrective maintenance programs.
- Complete daily work assignments in a timely and accurate manner.
- Analyze repair requests and troubleshoots them.
- Perform installations, assembling, fittings, repairs and replacements as needed.
- Handle emergency maintenance and repair works.
- Stock adequate maintenance materials and equipment to avoid shortages and excesses.
- Maintain complete records of daily maintenance activities.
- Maintain work area clean, safe and organized.
- Operate maintenance equipment safely to avoid accidents.
- Maintain the maintenance tools and equipment in a safe, clean and good working condition.
- Ability to service semis, dump trucks and other equipment (five-year verifiable experience and/or certification).
- Equipment operation (skid steer, excavator, forklift).
- Small gasoline engine use, maintenance and repair.
- Diesel engine repair and maintenance (five-year verifiable experience and/or certification).
- Maintain and repair hand and power tools.
- Groundskeeping (mowing, tree trimming and weed eating).
- Snow and ice removal (possibly on weekends/early mornings).



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- Assist Instructors as needed before and during hands on activities required by the training course.
- Keep accurate record of all routine maintenance completed.
- Provide assistance to co-workers when needed.
- Adhere to company policies, safety regulations and OSHA requirements.
- Adhere to OLTC Hourly Employee Handbook.
- Any other duties as assigned by the Executive Director.

Job Type: Full-time 40 hours per week, hourly (non-exempt). Some mandatory overtime as assigned.

Pay: \$29.78 per hour, with time-and-a-half pay for overtime.

Benefits: OLTC has a very competitive benefit package which consists of health and prescription, 401k, company-paid holidays, vacation days, personal days and sick days.

Conditions: Applicants must pass a satisfactory background check.

*Ability to physically respond to adults in a professional manner

*Ability to sit, stand, stoop, and bend frequently

*Ability to lift at least 50 pounds

*Ability to walk for extended periods of time

To those interested in this position, and who feel they meet the necessary qualifications, please complete the online employment application at the following address or online at www.oltc.org:

Ohio Laborers' Training and Apprenticeship Trust Fund
Drexel J. Thrash Training Center
25721 Coshocton Road
Howard, Ohio
43028-9337

Or call 1-800-635-7570, Extension 2003, between the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday. You may also call Teresa after hours if that helps at (740) 816-3660. APPLICATIONS WILL BE ACCEPTED THROUGH MAY 8, 2026.

EQUAL EMPLOYMENT OPPORTUNITY POLICY: Prospective employees will receive consideration without discrimination because of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability or genetic information.

ADA POLICY: OLTC will assist you if you need reasonable accommodation when applying for employment at OLTC in order to enjoy the benefits and privileges of employment available to employees without disabilities. Please contact our HR Director to request reasonable accommodation when applying for employment at OLTC.