



Job Title: Maintenance Technician Position Status: 35 hours per week* Full-Time

*Open to 5-day and 4-day a week schedule

Compensation: \$16 - \$20 hourly, depending on experience

Exempt or Nonexempt: Non - Exempt

Reports To: Deputy Director

Mission: To engage our community in the joyful, active exploration of science and innovation.

Job Description:

SEE Science Center has been engaging visitors of all ages in the pursuit of science discovery for over 30 years through museum hands-on exhibits, school field trips, outreach programs, virtual field trips, summer camps, early learners' programs and science demonstrations. Founded by inventor Dean Kamen, SEE is located in 30,000 square feet in the Manchester, NH Millyard and welcomes approximately 45,000 visitors annually.

Job Description:

SEE is seeking a highly dynamic, collaborative, hands-on person with mechanical and problem-solving skills for the Maintenance Technician position. This position is responsible for maintaining the Museum's current exhibits, developing exhibit prototypes and performing basic facility maintenance tasks. They will repair exhibits in-house, must have experience with power tools, and have the skills needed to repair and problem-solve ways to improve exhibit and facility function. The position will also work with a supervisor to manage contractors and oversee design and build efforts for new exhibits and the maintenance of non-specialized facilities systems. An ideal candidate is hard-working, task oriented, organized, and a creative problem-solver.

Essential Duties & Responsibilities:

- Maintains the Museum facility and coordinates repairs, maintenance, and materials needed to keep the Museum functioning at top form.
- Monitors the condition and functionality of exhibits to ensure they are in safe, working order for visitors.
- Coordinates and performs exhibit maintenance and repairs. Works with Management to hire outside contractors when needed for specialized repairs.
- Works with management to develop exhibit components. This may include creating models, researching, ordering and/or developing devices, testing materials, building prototypes and installing exhibit components and signage.
- Maintains exhibit and facilities stock.
- Performs basic painting and wall patching tasks.
- Occasionally performs general building maintenance.
- Helps manage event and facilities rental set-up.
- Assists staff with general cleaning.



- Performs deep cleaning of exhibits when required. Ability to run basic commercial cleaning equipment.
- Must have demonstrated skill in using power tools and hand tools.
- Able to design and build simple furniture and make finish-quality modifications to exhibit cabinetry, a plus.
- Use of CAD and graphic design software to represent and communicate ideas and plans, highly desirable.
- Technical skills or experience working with electrical and mechanical components to maintain basic technology within exhibits, desirable.
- Experience in furniture design and fabrication, public art, architecture, store design, exhibits, and/or engineering, desirable.
- Ability to manage daily tasks with minimal supervision. Skills in organizing, determining priorities and taking initiative; ability to shift priorities when needed.
- Ability to work occasional weekday evenings and weekend days.
- Basic English language skills.
- Ability to access, input, and retrieve information from a computer or other electronic device.
- Have the ability to pick up materials and exhibit supplies when needed in personal vehicle, a plus.
- Must be able to pass a basic background check.

Essential Physical Skills:

- Ability to sit at a desk and view display screen for extended periods of time.
- Heavy lifting (up to 100 pounds).
- Frequent walking, sitting, bending, kneeling, and reaching.
- Standing for long periods of time.
- Acceptable eyesight and hearing for safe operation of basic shop tools (with or without corrective aids).

SEE is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.