



SEAGATE

### Job Description

**Job Title:** Facilities Technician Assistant      **Reference:** FTA/172616  
**Department:** Facilities      **Reporting to:** Facilities Technician Manager  
**Location:** Springtown, L'Derry      **Date:** August 2017

#### **Role Summary**

The post holder will provide an effective operations and maintenance service to Seagate's Springtown facility.

#### **Main tasks and responsibilities**

- Maintenance of facilities systems
- Upkeep of building fixtures and fittings
- Completion of Facilities Service Requests
- Addressing safety issues around the factory
- Carry out building repairs and maintenance
- Repair/replace hardware on doors
- Painting of walls & woodwork
- Minor Carpentry/Joinery work
- Replace/repair floor tiles and ceiling tiles
- Repair and unblock toilets/urinals
- Set up rooms for meetings/conferences
- Replace fluorescent tubes in lights
- Build, repair and modify furniture
- Coordinate and oversee small contract works
- Flexible to transfer to any other duties deemed necessary to meet needs of the business.

**The above statements reflect the general tasks, duties, activities and/or responsibilities necessary to describe this position and is not intended to set forth all of the specific requirements of the job. These job duties/responsibilities may change or vary in response to business needs.**