Harcum College in Bryn Mawr, PA, a leader among the nation’s independent, two year colleges, has an immediate opening for a **Maintenance Mechanic**. This position is responsible for maintaining and performing a wide variety of repairs on building equipment and systems, including electrical, mechanical, HVAC, refrigeration, and plumbing. This is a full-time position. Hours of operation are Monday through Friday, 9:00 a.m. to 5:30 p.m., 40 hours per week.

**Responsibilities:**

Building maintenance

Grounds keeping

Equipment maintenance

Use a variety of hand and power tools, electric meters and material handling equipment in performing duties.

Comply with safety regulations and maintain clean and orderly work areas.

**Qualifications/Skills:**

Candidates should have 3 plus years of experience in basic facilities maintenance along with painting, HVAC, electrical, & plumbing diagnostics/repair, etc.

Candidates should have a valid Driver's License.

Possess the necessary physical requirements, with or without the aid of mechanical devices, to safely perform the duties and responsibilities of this position to include:

- Lifting and carrying a minimum of fifty (50) pounds.
- Climbing stairs, ladders and scaffolding, and working at heights above thirty (30) feet.
- Performing tasks requiring bending, stooping, kneeling, and walking significant distances between and within buildings on campus.
- Working in confined spaces.
- Working within extreme temperature ranges.
ABOUT HARCUM COLLEGE

Harcum College is an independent, coeducational, fully accredited, residential college. The College offers associate degrees in allied health, business and social science, as well as certificates and a variety of continuing studies programs.

Founded in 1915 by Edith Hatcher Harcum and Octavius Harcum, it was the first college in Pennsylvania chartered by the state to offer the associate degree. Today Harcum has degree programs on its Bryn Mawr Campus, located about 20 minutes west of Philadelphia, programs online and at Partnership Sites throughout the region, serving approximately 1,500 students.

Harcum provides quality instruction from faculty, close student-faculty collaboration, small class sizes, and individualized support services.

COMPENSATION
Harcum College offers a comprehensive benefits package and the salary will be commensurate with experience. Harcum College is an Equal Employment Opportunity employer. Resumes must include salary requirements for consideration of employment.

Please send cover letter and resume including work history to:

Claudine Vita
Executive Director, Human Resources & Compliance Officer
Harcum College
750 Montgomery Avenue
Bryn Mawr, PA 19010
Fax: 610-526-6011

Preferred response for this position is via email: cvita@harcum.edu