

## **EXHIBIT TECHNICIAN I (Hourly)**

**JOB SUMMARY:** Under the leadership of the Exhibits Supervisor, the Exhibit Technician I position is responsible for duties related to the construction of new exhibits. Construction includes but is not limited to; life support systems (LSS), animal habitats and exhibit décor at the Oklahoma Aquarium. This is a full-time, hourly position generally expected to work at least one weekend day with some nights and holidays required.

### **MAJOR RESPONSIBILITIES/ACTIVITIES:**

- Ability to organize and administer a variety of tasks with conflicting priorities and varying complexities effectively.
- Ability to make decisions with limited direction.
- Ability to respond to disagreeable situations in positive and productive manner.
- Ability to follow verbal and written instructions effectively.
- Ability to distinguish practical from theoretical solutions to areas of responsibility.
- Ability to plan and schedule work activities.
- Ability to speak instructions clearly over the phone and in noisy work environment.
- Ability to climb and to move in close quarters and on slopes.
- Ability to hear equipment and verbal instruction in noisy environment.
- Ability to communicate with outside contractors/vendors on site to ensure smooth completion of project tasks.

### **ADDITIONAL RESPONSIBILITIES/ACTIVITIES:**

- Skill to drive a motor vehicle for transportation purposes.
- Proficiency in time management of daily work schedules.
- Some proficiency in developing and presenting a public presentation.
- Proficiency in use of printing equipment, including photocopies, computers, printers, binding machines.
- Proficiency in use of telecommunication instruments, such as telephone, fax machines, computer, radios, computer modem and two-way radio equipment.
- Ability to be prompt and well organized.
- Ability to process work neatly and in a timely manner.
- Ability to use telephone in a pleasant and efficient manner with positive results.
- Ability to maintain appropriate dress code attire, grooming, language, and mannerisms to community standards for areas of responsibility.
- Ability to assist in the fabrication of new and/or renovation of existing exhibits and supporting service areas.
- Ability to follow the direction of the Exhibits Supervisor to achieve daily goals.
- Ability to demonstrate an excellent working knowledge of the safe and proper use of hand tools, power tools and equipment used in daily duties.

### **MINIMUM AND PREFERRED REQUIREMENTS:**

- Experience in artistic ability: painting, design, sculpting, landscaping.
- Experience in creating naturalistic habitats such as rockscaping outdoor/indoor water features.
- Good mechanical skills.
- Maintain a valid driver's license.
- Insurable driving record.
- High school diploma or GED with completion of a plumber's apprenticeship, or high school diploma or GED; and three years of experience in a similar position.
- Be familiar with and have worked on construction sites.
- Familiar with all aspects of plumbing PVC pipe.
- Must be capable of reading technical drawings, technical specification and written procedures with minimum supervision.

**WORKING ENVIRONMENT:**

The duties of the Exhibit Technician I will be performed inside and outside of the Oklahoma Aquarium and may be exposed to inclement weather. The employee may be required to stand/work for long periods of time in adverse conditions (noisy, cramped spaces, cold water, and wet environment). The employee may also come in contact with hazards associated with the field operations including but not limited to, heat, cold, rain, or snow.

**Physical:** Primary functions require sufficient physical ability to work indoors/outdoors and operate related equipment. Continuous standing, with upward and downward flexion of neck; fine finger dexterity; light to moderate finger pressure to manipulate keyboard, equipment controls, and equipment; pinch grasp to manipulate writing utensils. Frequent side-to-side turning of neck, walking, standing, bending, stooping, pushing/pulling, and twisting at waist. Frequent squatting, kneeling, and reaching above and at shoulder height; moderate grasp to manipulate reference books and manuals. Frequent lifting of 80 pounds while working in adverse conditions (cramped spaces, fluctuating outside temperature and weather, and at times a wet environment). Must possess the ability to lift up to 80 pounds.

**Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

**Hearing:** Hear in the normal audio range with or without correction.