



POSITION ANNOUNCEMENT

Engineering Technician

Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional-age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like, and to make a difference in their world through lifelong service.

The University is seeking a part-time, 20-hour week, 11-month Engineering Technician, beginning in August of 2025, with pay based on qualifications and experience. The Engineering Technician is responsible for the day-to-day running and maintenance of MVNU's mechanical and electrical engineering labs and shops all located within the downtown Mount Vernon engineering building. The technician also assists faculty and students with research/design projects. He/she ensures that the relevant tools, machines, and materials are available for use in the laboratory/shop and instructs users in their safe and effective use. This position is also responsible for monitoring the use of tools and machines to ensure safe operations.

Responsibilities for this position include:

- Ensures the functionality and safety of MVNU engineering laboratories and shops
- Works with the MVNU engineering faculty to select and specify tools and machines for purchase, together with necessary safety equipment
- Receives purchased or donated tools and machines, storing and accounting for them, and commissioning new machines as necessary
- Maintains and repairs machines and equipment as needed
- Assists MVNU faculty and students with research, class projects, and/or design projects
- Controls the materials kept in stock and ensures machines and materials are ready for use
- Manages the MVNU engineering lab/shop timetable and scheduling machine use
- Monitors tool and machine use, limiting access to those with sufficient training. In case of an accident, provides basic first aid and ensures that appropriate medical care is obtained
- Demonstrates the safe and effective use of machines/equipment and trains users on the safety protocols

Expectations for the successful candidate:

- An associate degree or higher in a technical field is preferred
- Machine shop or tool room experience required
- Knowledge and experience in first aid preferred
- Experience in wood and metalworking equipment, including CNC lathes, CNC milling machine, welding, and so on is required
- Tooling design, electrical work experience, or knowledge of electronics and instrumentation including 3D printers and laser cutters are preferred

- Candidate must have strong attention to detail, patience, ability to work independently, and team working skills
- Must be capable of sitting, walking or standing for long periods, frequent use of stairs, and the ability to lift up to 50 pounds

Application procedure:

To be considered for this position, please email a resume to humanresources@mvnu.edu and complete the application, found at: <https://mvnu.edu/employment-opportunities/employment-application/> . Applicants submitting materials via email should attach either a Microsoft Word or .PDF File. Alternatively, materials can be faxed to (740-397-1005), or mailed to:

Mount Vernon Nazarene University
Human Resources
800 Martinsburg Road
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University is committed to fostering a non-discriminatory campus environment in which community members can learn and work. MVNU prohibits discrimination on the basis of race, sex, age, color, national origin, disability, marital status, or military service in the operation of all University programs, activities, and services. As a faith-based institution, the University is exempted from certain laws and regulations concerning discrimination. The University maintains the right, with regard to its lifestyle covenant, employment, and other matters, to uphold and apply its Christian beliefs related to, among other issues, marriage, sex (gender), gender identity, sexual orientation, and sexual activity to the fullest extent permitted by law. Thus, MVNU attempts to make all policies and decisions within the doctrinal and moral convictions of the Church of the Nazarene (e.g., Articles of Faith, Covenant of Christian Conduct including the Statement on Human Sexuality and Marriage, Covenant of Christian Character, and the Statement on Discrimination, 915).