



POSITION: Facilities/Maintenance Technician

REPORTS TO: The Facilities/Maintenance Technician is under the direction of the Facilities Supervisor.

PURPOSE: The Facilities Maintenance Technician is responsible for performing routine building maintenance tasks in a variety of fields.

EMPLOYMENT CATEGORY: This position is considered NONEXEMPT under the Fair Labor Standards Act (FLSA) 29 CFR 778.415-778.421. NONEXEMPT employees are entitled to overtime pay under the specific provisions of this law.

WORK SCHEDULE: Your work schedule is up to 24 hours a week, part-time, exact days to be determined, but must include, except in special circumstances (vacations, events, etc.) Saturdays and Sundays

FUNCTIONAL RESPONSIBILITIES:

- Perform maintenance and repairs to all areas of campus as directed by the Facilities Supervisor.
- Assist all programs as needed (events, donations, etc.).
- Schedule to be determined with Facilities Supervisor.
- Pick-up and deliver donations, supplies, etc.
- Performs general cleaning and other tasks as assigned.
- Paint, remodel, refurbish areas as needed.
- Repair, maintain/monitor all equipment and amenities.
- Maintain exterior/interior property.

EMPLOYMENT STANDARDS:

- High school diploma or equivalent.
- Background check, Fingerprints and drug testing required.

Salary: \$19.00 - \$21.00 per hour

Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Tuition reimbursement
- Vision insurance



Schedule:

- Day shift
- Evening shift
- Holidays
- Monday to Friday
- On call
- Weekend availability

Education:

- High school or equivalent (Preferred)

Experience:

- Facilities maintenance: 3 years (Preferred)
- Mechanical knowledge: 3 years (Preferred)