

Maintenance Technician

Position Title: Maintenance Technician

Position Summary:

Manage and assist in the completion of day to day activities, involving the maintenance of the campus grounds, buildings, facilities equipment, and machinery. This includes HVAC, lighting systems, alarm locking systems, and maintaining overall facility appearance.

Qualifications:

Minimum qualifications for the Facilities Maintenance Supervisor include:

- 4 years of work experience
- Proven experience as maintenance technician or other facilities role
- Experience in facility maintenance operations
- Solid understanding of technical aspects of plumbing, carpentry, electrical, etc.
- Working knowledge of facility machines and equipment
- High School diploma or equivalent required, Vocational School diploma, Bachelor's Degree or Certified Maintenance Manager (CMM) preferred
- Certified in OSHA programs and practices preferred
- Working knowledge of Microsoft Office
- Excellent communication and interpersonal skills
- Excellent driving record and skills
- Level II Florida background check

Duties and Responsibilities:

- Set up and maintenance of all church facilities for scheduled activities
- Ability to keep track of and report on daily activities; successes/challenges
- Ability to properly lift heavy materials of 50+ pounds safely
- Carry out facility inspections to proactively identify and resolve issues
- Routinely check electrical and hydraulic systems of buildings to ensure functionality
- Develop and maintain preventative maintenance for church assets
- Monitor equipment inventory and place orders when necessary
- Manage and build relationships with contractors and service providers
- Ensure health and safety policies are in compliance with Florida statutes
- Attend weekly staff meetings and scheduled Trustee meetings
- Other duties assigned by immediate supervisor and senior pastor