

## Facility Staff

<b>Role</b>	Works with the Facility Manager to keep the building and grounds safe clean and operational.	
<b>Status</b>	Part or full-time	
<b>Requirements</b>	<b>Skills</b>	Strong mechanical abilities Solution-side thinking Excels with time and task management Highly organized and energetic; a self-starter
	<b>Experience</b>	Building maintenance, property management or other mechanical experience preferred
	<b>Education</b>	Trade or Technical school graduate preferred
	<b>Gifts</b>	Helps, Service, Administration
<b>Responsibilities</b>	<b>Maintenance/PM's (50%)</b>	Trouble shoot systems and equipment and perform the necessary repairs within one's abilities.
	<b>Custodial (20%)</b>	Assists the Custodial team with setting up, cleaning, and closing the facilities.
	<b>Landscape (15%)</b>	Assisting the Landscape team as needed <i>(there could be more or less of this depending on your abilities)</i>
	<b>Administrative Tasks (15%)</b>	Researching solutions to equipment failure, learning, and understanding the various systems. Required meetings
<b>Relationships</b>	Reports to Facility manager, Ed Jurimas Serves as a member of the Staff Team and Fellowship Alliance Chapel	

*The purpose of this job description is to provide a representative summary of the major duties and responsibilities performed by the employee holding this position. Employees may be required to perform job-related tasks, within their abilities, other than those specifically presented in this document.*