

Germantown United Methodist Church
Job Description

Title: Maintenance Worker
Reports to: Maintenance Supervisor
Job Type: Full-Time, Non-Exempt

Summary

Performs general maintenance, repairs, and upgrades for assigned equipment, facilities, and grounds, to include plumbing, electrical, basic carpentry, heating and cooling, and other building systems work. Works to set up rooms and other areas to support programming needs. Also does lawn work and landscaping.

Responsibilities

Performs general repairs that do not require a specialized technician around campus, including, but not limited to, repairing drywall, painting, and repairing doors and other building fixtures.

Inspects and identifies equipment or machines in need of repair, troubleshooting issues to determine necessary repairs.

Performs routine maintenance on building systems.

Cleans and assists with upkeep of the facilities, to include room and program area set up and preparation.

Mows lawns, trims weeds, rakes leaves, prunes bushes, shrubs, and hedges.

Completes snow removal tasks such as shoveling sidewalks, steps, and doorways as needed during winter months.

Performs routine maintenance on power equipment and vehicles.

Performs other related duties as assigned.

Requirements

A working knowledge of building systems such as plumbing, electrical, and HVAC.

Excellent analytical and problem-solving skills.

Ability to identify issues and determine repairs that are needed.

Must be able to physically navigate property and facilities to diagnose building and grounds issues and plan repairs or maintenance.

Must have the knowledge and skills to perform repairs and maintenance when needed, to include the safe usage of power tools, hand tools, outdoor equipment, and any other tools and equipment necessary.

Must be able to lift 25 pounds or more at a time, use ladders, climb stairs, and move furnishings, and other manual labor functions.

Professional certification in a building related trade is a plus.