

## **MAINTENANCE ASSOCIATE**



### *Job Description*

Full-time, non-exempt, 40 hours/week. Reports to the Director of Maintenance

We are searching for a Maintenance Team Member ready and eager to use their skills to maintain Providence facilities and grounds with excellence. This critical ministry position is responsible in assisting the Director of Maintenance in keeping the building and grounds in clean, comfortable, safe and orderly operating condition.

### **JOB RESPONSIBILITIES**

1. Perform repairs and maintain Church buildings and property.
2. Maintain preventive maintenance program for the building and HVAC equipment.
3. Provide assistance to the Ministry Services team with event set-ups and other items as needed.
4. Ability to work alongside subcontractors to have capital projects and repairs completed.
5. Assist with the general security and the security system of the facility.
6. Maintain church parking lots in a clean and orderly manner, including layout and striping, signage, preventive maintenance, snow removal and handicapped, senior citizen, and visitor accommodations.
7. Assist with On-Call duties.
8. Perform other duties as assigned.

### **REQUIREMENTS**

1. Agree with Providence's Statement of Faith
2. Testify to a personal faith in Jesus Christ
3. Willingness to attend and plug into community at Providence.
4. Willingness to work some evenings, weekends and holidays.
5. Able to have fun and collaborate well in a fast-paced team environment.
6. Have ability to learn new software maintenance packages.
7. Ministry experience is a plus.

### **APPLY**

Visit [pray.org/apply](http://pray.org/apply) and fill out the application.