

Spruce Lake Ministries ~ Spruce Lake

Maintenance Technician

Type: Full-time / Hourly

Department: 500 Facilities SL

Position Description

The Maintenance Technician is responsible for maintenance, renovation, construction or replacement of facilities and grounds. The Maintenance Technician's tasks are assigned based on individual abilities, skills, and experience in a variety of trades, and current project priorities. The Maintenance Technician is a member of the Facilities team.

Prerequisite:

- Must affirm Spruce Lake Ministries mission, vision, beliefs and core values.
- Must have a teachable spirit, team-player attitude, and servant heart.
- Must be responsible, industrious, hospitable, and enthusiastic.
- Effective interpersonal communication skills, both verbal and written

Accountability Accountable to the Facility Director

Qualifications:

- Minimum two years' experience working in the building trades or construction.
- Knowledge and skills associated with building and ground maintenance.
- Ability to effectively in a team environment.
- Basic math, reading and computation skills.
- Self-motivated, detail oriented and organized.

Physical Requirements: Physically fit: able to stand and walk for long periods of time, lift 50 lbs., climb ladders, perform repetitive motions with arms, wrists, shoulders and to bend, kneel and stretch.

Essential Responsibilities

- Collaborates with Facility Director and facility team to set work priorities.
- Active participation in ground maintenance including lawn care, snow removal, landscaping, and firewood.
- General repairs and maintenance of equipment including housekeeping equipment, laundry equipment, vehicles, ground equipment, vending machines etc.
- Maintenance and upgrade of electrical systems, plumbing systems, HVAC systems and general building infrastructures.
- Carpentry, masonry, and roofing services.
- Custodial assistance includes trash and recyclable removal.
- Work group coordination and assistance.
- Guest services include room repairs, luggage moving, vehicle assistance, permanent campsite maintenance and campground maintenance.
- Staff residence services include repairs, maintenance and moving assistance.
- Participate in record keeping for all equipment, water or wastewater logs and other daily logs.
- Promote a positive work culture by modeling Spruce Lake core values.

Other Responsibilities

- Attend periodic all staff meetings and staff development events.
- Participant in on call duties and weekend rotation.
- Active participant in daily team meetings.
- Duties as assigned by supervisor.