



**Position Title:** Building Maintenance Technician

**Reports to:** Operations

**Hours:** 20 hours per week, \$20/hr

**Summary of Responsibilities:** This is a support staff position. Performs general maintenance and repairs throughout building. Maintains building in clean, orderly and functional condition. Provides assistance to staff, as deemed necessary.

**The Mission Statement:** To reflect the love of Christ to all who come through our doors by building relationships and offering programs that foster dignity and respect.

**The Vision Statement:** For those we serve, we will be a community that overcomes obstacles, celebrates transformation, and realizes the full potential of all as children of God.

**Statement of Faith:** Employees affirm and accept the ministry of Dégagé to be a faith based organization founded on the message and love of Jesus Christ and further affirm the mission statement of Dégagé as stated above. Employees will be asked to sign a Statement of Faith at time of employment.

### Qualifications

- A strong commitment to Christ and to serving Him through word and deed in an inner city ministry setting
- The ability to work with, encourage, motivate and lead people from all areas of the social spectrum
- The ability to delegate, organize and prioritize independently
- Possess a valid driver's license and have a clean driving record
- Be able to comfortably lift and move up to 50 pounds without accommodation
- Exhibit basic knowledge of heating & cooling, electrical, and plumbing systems
- Exhibit knowledge of Microsoft Word, Excel, and Outlook
- Be able to adapt to changing work flow

### Specific responsibilities

- Evaluate, repair and maintain the facility in good working order, including toilets, washer & dryers.
- Communicate with Operation's Manager about any work that requires outside expert assistance
- Receive and respond to reports of mechanical or maintenance issues on the premises
- Work with tools and supplies necessary to complete projects
- Supervise volunteers in various projects as appropriate
- Oversee maintenance of company vehicles
- Maintain proper records pertaining to maintenance schedules
- Pick up and deliver donations and make other deliveries as needed
- Attend staff meetings and other meetings as requested
- Other duties as deemed necessary



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**Please Note**

- This is an “at will” position. No length of tenure of employment is implied or stated.
- Dégagé conducts pre-employment screening including a criminal background check and verification of work history.