

# General Maintenance Position

## Job Summary:

Efficiently and effectively performs general maintenance and repair of equipment, building structures and their components.

## Pay Rate : Based on experience

**Normal work hours:** M-F 08:00 to 5:00

Lunch 12:00-12:30

## Primary Job Duties:

- Possesses practical knowledge of several maintenance trades in order to perform work required by work order requests and/or assigned by Manager/Supervisor which may include minor carpentry, painting, electrical or plumbing work.
- Assists in operation, maintenance, repair and installation of but not limited to mechanical, electrical, or sanitary systems. Perform general maintenance and repair of the establishments'
- Performs work required by preventive maintenance work orders and/or assigned by supervisory personnel for minor carpentry, electrical, plumbing, and ground maintenance work order tasks if applicable.
- Conducts periodic inspections of building structures and components, identifies existing deficiencies and/or potential problems and makes recommendations to the Manager/Supervisor for resolution.
- Prepares reports and maintains records as requested or required.
- Adheres to all federal, state and local safety regulations/directives. Care will be taken to ensure that appropriate safety clothing and equipment is worn and used in performance of all work.

## Education or Skills Requirement for this Job :

Must meet any minimal requirements established by the Client Must have excellent English Language reading, writing, and verbal communication skills. 3 years experience working in maintenance field. Basic hands on experience in multiple building trades including carpentry, painting, plumbing, electrical, mechanical, etc.

Must be able to pass a government background check

Job Type: Full-time

Benefits:

- 401(k)
- Dental insurance
- Health insurance
- Life insurance
- Vision insurance

Schedule:

- 8 hour shift

Experience:

- General Maintenance: 3 years (Required)

Work Remotely: No

Work Location: One location

Submit resume and cover letter to [maintenance@scbss.org](mailto:maintenance@scbss.org)