

# Maintenance Worker

*Non-Exempt, Hourly position – Part Time*

*Reports to Facilities Manager*

## **Responsibilities**

Provides maintenance for the parish buildings and grounds including:

- Semi-skilled carpentry
- Plumbing
- Electrical
- Painting
- Troubleshooting
- Conducting preventative maintenance inspections
- Performing required preventative equipment maintenance actions such as lubrication, cleaning, and filter changes
- Work may also include mowing, pruning, and ice and snow removal with grounds equipment
- Other tasks at the discretion of the Facilities Manager

## **Required Background**

- Several years related work experience
- All employees must abide by the Code of Conduct for Personnel and Volunteers in the Diocese of Arlington
- All employees must complete a background check and Safe Environment Training

*Fac-Maintenance Worker-NH: Maintenance Mechanic. The distinguishing feature of this Job Class is that the position provides semi-skilled trades work and does NOT supervise full-time maintenance employees but may supervise seasonal help and volunteers. Requires knowledge and experience with rough carpentry, painting, simple plumbing and electrical work and basic equipment and facility repairs.*