

First Baptist Church Opelika Church Maintenance Worker Job Description

Job Title: Church Maintenance Worker

Reports To: Facilities Director

Position Status: Full-Time with benefits

Purpose

The Maintenance Worker at FBCO serves in a way that is consistent with FBCO's mission, values, and theology. Salary is contingent upon the church's approved annual budget. The position reports to the Facilities Director and is subject to quarterly reviews and annual evaluation.

Job Responsibilities and Duties:

1. Willing to be a team player and do whatever is necessary to allow the church to serve our community.
2. Be willing to set-up/tear down for events in different spaces around campus.
3. Check all bathroom plumbing systems for proper operation. Repair/replace as needed.
4. Check all campus plumbing systems and fixtures. Repair/replace as needed.
5. Make sure all church owned vehicles are gassed up and cleaned weekly.
6. Check church building structure for any defects and repair immediately if minor work is needed. Otherwise, promptly report any issue to the Facilities Director.
7. Maintain the church campus, vehicles, and landscape.
8. Ensure parking yard is free of junk, trash, and garbage.
9. All concerns must be made in a consultation with the Facilities Director.

Job Skills and Requirements

1. Demonstrated skills in carpentry work, plumbing, electrical and landscaping.
2. Must have the basic knowledge in:
 - a. Carpentry
 - b. Electricity
 - c. Plumbing
 - d. Landscaping
3. Able to lift - up to 50 lbs. and climb high ladders. Must be safety cautious at all times.
4. Ability to collaborate and coordinate with church volunteers on special maintenance projects.
5. Able to accept a flexible schedule as demand dictates.

Preferred Qualifications

1. Membership in First Baptist Church Opelika.
2. Able to pass a comprehensive criminal background check.

I have read and received a copy of my job description. I understand this overrides anything I have been given or told in the past. I further understand that I am expected to follow my job as outlined above, and that if I have any questions concerning what is expected of me, I will speak with the Facilities Director as identified above.

Employee

Date