

STERLING COLLEGE

Job Description

General Maintenance

Reports to: Director of Physical Plant

Classification: Full-time, non-exempt

Description:

This position is responsible for the repair, maintenance and preventative maintenance of campus buildings. This position may also be asked to assist in other maintenance projects as they come up.

Qualifications:

A qualified candidate must have a personal commitment to Jesus Christ and support the Christian character and mission of Sterling College. The candidate must also possess a clear understanding of and ability to articulate the essentials of a Christian liberal arts college.

- General carpentry skills
- Valid driver's license
- Ability to climb ladders
- Knowledgeable about industry standards
- Able to follow simple oral and written instructions
- Heavy work may be required at times

Responsibilities:

- General landscaping
- Monitor building heating and cooling
- Boilers cleaned, inspected, monitored for chemicals and safety
- Complete work requests
- Door and lock repair
- Handle plumbing, electrical, carpentry work on projects
- Complete preventive maintenance according to schedule
- Set a positive example (attitude; work ethic; timeliness; dependability)
- All Maintenance staff must participate in rotating on call schedule with incentive

Essential Job Functions:

- Must be able to push, pull, and lift a minimum of 50 pounds.
- Must be able walk up and down stairs.
- Be able to coordinate movement of the fingers and hands as well as have the adequate dexterity and strength to complete tasks.
- Be able to use upper extremities to frequently press against something with steady force in order to thrust forward, downward or upward.
- Frequently bend body downward and forward by bending spine at the waist.
- Be able to stand and move about regularly.
- Be able to sit for long periods of time.

Education/Experience:

- High School or G.E.D.
- Preferred experience would include:
 - Advanced HVAC, Electric, or Plumbing experience and/or certification
 - Knowledge of well and irrigation systems

Benefits:

- Competitive pay (based on experience).
- Health, Dental, Vision and other supplemental insurance options.
- Retirement plan with employer match (must be over 21).
- Generous paid time off and holidays.
- Tuition remission program.

*Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the employee for this job. Duties, responsibilities, and activities may change at any time, with or without notice.