



## Job Description

Prince of Peace is a congregation of the Evangelical Lutheran Church in America  
*UP with God. IN through Community. OUT for the World.*

<b>Position Title</b> <b>Classification</b>	Facilities Technician Non-exempt, Full Time Monday - Thursday 12:30 - 9:00 pm and Saturday noon - 8:00 pm
<b>Team</b>	Facilities
<b>POP Values</b>	<p><b>Faith:</b> We value growing in our relationship with God</p> <p><b>Christ Centered Community:</b> We value relationships in which we grow together to celebrate one another's joys and bear one another's burdens</p> <p><b>Service:</b> We value providing for the needs of others in Jesus' name</p>
<b>Core Purpose</b>	The Facilities Technician helps maintain, through set-up and cleaning, all public spaces inside and out for the benefit of staff, members, and visitors' satisfaction with their experience at Prince of Peace.
<b>Essential Functions</b>	<ul style="list-style-type: none"> <li>• Performs assigned cleaning tasks in the Worship Center and the Christian Life Center, including hallways, bathrooms, meeting rooms, classrooms, offices, sanctuary, chapel and other areas</li> <li>• Performs set-ups and take-downs of tables, chairs, boards, sanctuary and other equipment based on schedules</li> <li>• Detects and repairs or reports defective materials or questionable conditions</li> <li>• Follows all safety regulations for material handling and OSHA</li> <li>• Open and close buildings according to schedule with an understanding of building security systems</li> <li>• Maintains sidewalks and entryways with shovels and salt, sand</li> <li>• Picks up litter and trash on campus</li> <li>• Performs trimming and pruning as directed</li> <li>• On call for emergencies</li> <li>• Supports volunteers as needed for major cleaning or set-ups</li> <li>• Perform light maintenance around property, e.g., painting, wall patching</li> </ul>
<b>Competencies Required</b>	Good project management experience; ability to be self-directed Good interpersonal skills Up-to-date CPR and AED training – <i>will train</i> Ability to stay calm in an emergency

	<p>Understanding of proper waste removal and blood-borne pathogens, material data safety sheets</p> <p>Demonstrated ability to work as part of team and be flexible and adapt to change as needed</p>
<b>Physical Demands</b>	<p>Ability to lift 50lbs</p> <p>Ability to twist, lift, bend, and pull</p> <p>Ability to stand on your feet for up to 4 hours at a time</p> <p>Ability to walk up a 2 story ladder</p> <p>Operate a front loader or bobcat – <i>will train</i></p> <p>Operate a cardboard baler – <i>will train</i></p>
<b>Work Environment</b>	<p>Work is regularly performed in a combination of office, mechanical, and outside environments and is regularly exposed to changes in temperatures, dust, odors, oil, fumes and noise.</p>
<b>Travel</b>	<p>No travel is expected for this position</p>
<b>Education and Experience Required</b>	<p>High School diploma or equivalent</p>
<b>Education and Experience Preferred</b>	<p>Technical school education</p> <p>Additional vocational coursework</p> <p>1-3 years experience in facilities work</p>
<b>Additional Eligibility Requirements</b>	<p>N/A</p>
<b>Supervisory Responsibility</b>	<p>This position has no direct staff supervisory responsibilities, but does occasionally supervise volunteers</p>

*Disclaimer: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.*