



## Maintenance & Custodial Supervisor

### Job Description

## Summary

First Free Church is seeking a skilled and service-minded Maintenance Technician to help steward our campus so ministry can thrive. This hands-on role focuses on day-to-day maintenance and repair, ensuring our buildings are safe, functional, and welcoming for worship, ministry programs, staff, and guests.

## Growth Opportunities

This position offers opportunities for future growth into increased responsibility and potential leadership within the facilities department, including possible supervisory roles over maintenance and custodial staff as the team grows.

## Structure

This position is a full-time, hourly position of approximately 40 hours per week. The schedule is flexible, with occasional evenings or weekends required. The Maintenance & Custodial Supervisor is part of the Facilities team and reports directly to the Facilities Director.

## Responsibilities

- Perform routine, preventative, and corrective maintenance across campus facilities.
- Diagnose and repair plumbing, electrical, HVAC, lighting, doors, flooring, furniture, and general building systems.
- Respond to work orders and urgent repair needs in a timely manner.
- Conduct inspections and preventative maintenance to address issues before they escalate.
- Use tools and follow established safety and maintenance procedures.
- Collaborate with facilities staff, volunteers, and contractors as needed.

## Personal Qualifications

### Character and Commitment

- Demonstrates a genuine love for the Lord and other people that is exhibited through an authentic, transparent, Christ-centered lifestyle.
- Is committed to the vision, values and beliefs of First Free Church.
- Servant-hearted and team-oriented.
- Committed to excellence and good stewardship.

- Trustworthy, dependable, and teachable.

### Minimum Qualifications

- Experience in facilities maintenance, skilled trades, or building operations.
- Working knowledge of basic plumbing, electrical, HVAC, and general repairs.
- Ability to safely use hand and power tools.
- Dependable, detail-oriented, and able to work independently and as part of a team.
- Trade certifications or vocational training are a plus, but not required.