

Facilities Assistant

Department	Reports To	FLSA Status
Plant	Steve McFeters	Non Exempt

Job Summary

Support the total maintenance of the facility and grounds, including securing the property. Student worker supervision.

General Accountabilities

- Performs maintenance, custodial, and landscaping duties as directed
- Supervises student workers
- Closes and secures buildings and property
- Performs other related duties as assigned by management.

Job Qualifications

- Experience: Related experience.
- Hours: Most Monday through Thursdays 2-6 pm. Most Fridays 4 hours ending 1/2 hour prior to sundown.

Skills

- Excellent verbal and oral communication skills
- Flexibility
- Supervising and managing students
- Problem solving and analysis
- Time management
- Reliable