Job Title: Facilities Maintenance Mechanical Technician

Reports To: Operations Director
FLSA Status: Non-Exempt (Hourly)
Schedule: Full-Time Monday thru Friday; may include Sunday mornings and occasional evening or special event coverage

Position Summary
The **Facilities Maintenance Mechanical Technician** is responsible for ensuring that all church buildings, mechanical systems, and campus equipment operate safely, efficiently, and reliably. This role focuses on preventative maintenance, troubleshooting, and repairing commercial HVAC, plumbing, electrical, and mechanical systems to support weekly worship services, ministries, and church events.

Key Responsibilities

- **Mechanical & HVAC Systems.** Inspect, troubleshoot, and perform preventative maintenance on commercial heating, ventilation, and air conditioning (HVAC) units, boilers, chillers, pumps, and air handlers. Replace filters, belts, and motors, and calibrate thermostats or building automation controls.
- **Plumbing & Water Systems.** Diagnose and repair commercial plumbing fixtures, water heaters, sump pumps, backflow preventers, and baptismal heating and filtration systems.
- **Electrical & Lighting Maintenance.** Perform minor electrical repairs within code, including replacing ballasts, switches, outlets, breakers, and interior or exterior campus lighting. Test emergency lighting and exit signs regularly for safety compliance.
- **General Building & Equipment Repair.** Maintain commercial kitchen appliances, automated doors, elevators or lifts, and general building hardware. Read blueprints, schematics, and technical manuals to execute accurate repairs.
- **Work Orders & Vendor Coordination.** Respond promptly to staff work orders and urgent facility issues. Coordinate with and oversee third-party contractors for specialized mechanical repairs, annual inspections, and capital projects.
- **Inventory & Safety Compliance.** Track preventative maintenance logs, order replacement parts and supplies within budget, and follow all OSHA safety protocols.
- **Ministry & Event Support.** Assist the facilities team with room setups, climate adjustments, and on-call support during Sunday services, weddings, funerals, and large church events.

Qualifications & Skills

- **Education & Experience.** High school diploma or GED required. Trade school certification or 3+ years of experience in commercial mechanical, HVAC, or building maintenance preferred.
- **Certifications.** EPA Section 608 Certification (for handling refrigerants) and OSHA 10 or 30 certification preferred. Valid driver's license required.
- **Technical Skills.** Strong working knowledge of commercial HVAC systems, mechanical troubleshooting, basic plumbing, and low-to-medium voltage electrical repair. Ability to

use computerized maintenance management systems (CMMS) and building climate controls.

- **Character & Alignment.** Demonstrates a servant-hearted attitude, strong work ethic, and alignment with the church's mission, values, and statement of faith. Ability to work calmly under pressure and interact warmly with staff, volunteers, and congregation members.

Physical Requirements

- Ability to lift and carry up to 50–75 pounds regularly.
- Comfortable working on ladders, scaffolding, and rooftops, as well as in tight mechanical rooms or crawl spaces.
- Ability to stand, walk, bend, kneel, and use hand and power tools for extended periods.