

BEREAN BAPTIST CHURCH

Fayetteville, NC 28314



Job Description:

Maintenance

Dated Revised May 19, 2016
Responsible to Executive Pastor

Purpose

- Serve as a maintenance individual that performs minor repairs, interfaces with contractors, and ensures the campus is kept in a manner that glorifies God

Skills and Qualifications

- An ability and desire to see issues and care for them
- Strong desire to work in a Baptist church
- Common sense and ability to work through problems
- High personal motivation, self-management, and detail-orientation; ability to take responsibility in meeting deadlines and making progress without direct supervision
- Good communication skills
- Ability to learn and develop new skills and adapt
- General knowledge and working ability in wood working (able to build shelves, coat racks, etc.) electrical, plumbing, building, carpet installation and HVAC.
- Experience in painting a must
- Must be able to stand on feet during an 8 hour working day. This does not include scheduled breaks.
- Must be able to lift a minimum of 75 pound objects
- Must be able to carry a minimum of 50 pounds a distance of up to 400 yards
- Must be able to raise arms over head for a minimum of 15 minutes at a time without difficulty

Responsibilities

- Examine buildings and grounds weekly for cleanliness and maintenance needs
- Repair minor plumbing, electrical, roof leaks, HVAC, wood and vinyl trim, soffit, etc
- Systematically paint through the buildings
- Replace ceiling tiles
- Change light bulbs and light fixtures as needed
- Make sheetrock wall repairs
- Periodically build a non-supporting wall or tear a wall out
- Set up rooms for events
- Tear down and clean up
- Mop, buff, and wax tile floors

Position Details

- Must be or become a member of Berean Baptist Church or a member of a church of like faith
- Must be in complete agreement with the church covenant and articles of faith
- Must be on campus during BBC service, BBA events and special events as requested
- Fully qualified fulltime applicants could earn between \$12-18/hour
 - Health Insurance is available
 - 1 week paid vacation after 12 months of employment
 - Must tithe to BBC or church at which membership resides
- Send letter of introduction and application
<http://www.bbcfnc.org/docs/CHURCHEMPLOYMENTAPPLICATION.pdf> to swilson@bbcfnc.org