

DICKEY LAKE BIBLE CAMP AND RETREAT CENTER

POSITION DESCRIPTION

MAINTENANCE WORKER

PRIMARY PURPOSE:

The primary purpose of this position is to perform a variety of work in the general maintenance, repair, and cleaning of buildings, facilities, and equipment.

REPORTS TO:

The Maintenance Worker will perform duties under the direction and supervision of the Managing Director.

RESPONSIBILITIES:

- Lawn Care
 - Mowing & trimming grass
 - Watering lawn & fields
 - Weeding
 - Clean debris from grounds
- Cleaning
 - Sweeping, mopping floors
 - Stocking paper supplies
 - Cleaning bathrooms
 - Disinfecting mattresses
- Maintenance
 - Follow up on daily “fix-it” list
 - General repair
 - Reporting any maintenance issues that need to be subcontracted
 - Trash detail
 - Painting
- Other tasks
 - Taking inventory
 - Splitting wood
 - Building projects
 - Lifting heavy items
 - Administrative tasks (depending on skills)
 - Perform other duties as assigned

REQUIREMENTS:

- Driver's license (preferred)

- Must be able to work flexible hours and days early June thru early August
- Must be able to lift 50lbs
- Ability to stand and walk for extended periods of time
- Knowledge of basic tools
- Possess a servant's heart and attitude
- Needs to be a team player and always put the needs of the campers, guests, and staff first
- Always be thinking in terms of safety and the best interest of the camp
- Ability to follow directions and complete projects in a timely manner
- Knowledge in basic electrical, plumbing, carpentry, irrigation, masonry, waterfronts is helpful.

SALARY/BENEFITS:

- Competitive salary based on experience and availability
- Paid weekly
- Lodging arrangements can be made