



**Position Title:** Facility Technician  
**Hours:** PT hourly (20 hours per week)  
**Reports to:** Facilities Manager  
**Revised:** April 2018

**Position Summary:**

The role of this individual is to assist the Facilities Manager in providing a clean, functional, well-maintained facility. His/her hours may need to fluctuate depending upon the facility needs. The individual would also be responsible for light maintenance duties.

**Functional Responsibilities:**

As assigned, assure the general cleaning, set up/tear down, maintenance, and security of the facility.

**Supervisory Responsibilities:**

Assist the Facilities Manager in overseeing any volunteers who may be involved while you are working. Have the ability to manage the entire facility as required by the staffing schedule.

**To Apply:**

Please email [hr@firstmbchurch.org](mailto:hr@firstmbchurch.org) with a cover letter expressing your interest in the position.