

Full Time Maintenance Worker

Description:

Assures that all areas of the school and grounds are clean and safe. Is responsible for event set-up and take down. Helps oversee the maintenance of sidewalks and parking areas, and assists in the removal of snow and trash. Make minor repairs to building and equipment as required. Is able to assist as necessary in emergency evacuations. Is familiar with a Catholic faith based school environment. Exhibits a professional demeanor. Is respectful of and can relate well to faculty, students and staff. Is committed to the safety and well-being of all individuals using the parish buildings and grounds.

Duties and Responsibilities. Ability to read and comprehend written instructions and communicate with other in English. Knowledge of use and maintenance of power and hand equipment used on the job. Cleans daily all school rooms. Sweeps, removes trash, mops, vacuums and dusts. Sets up parking lot cones and outdoor gym equipment daily. Installs and replaces batteries and smoke/carbon monoxide detectors and light bulbs as necessary. Various other assignments and projects consistent with the responsibility level and general duties of position.

Requirements:

Valid Driver's license. Ability to lift, push/pull, carry 50 lbs. Availability to work overtime as needed. Must be Virtus trained through the Archdiocese of Chicago which includes a criminal background check, DCFS check and Code of Conduct acknowledgement.

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