



Speaking Hope to the World

### Lodge and Office Maintenance Technician: Cary, NC

Assist with control, operation, and preventative maintenance of the Cary lodge, office facilities, and office and lodge vehicles.

#### Core Competencies:

- ✓ Commitment to Jesus Christ evidenced by a personal relationship
- ✓ Excitement about being involved in full-time missions and willingness to develop a team of prayer and financial partners
- ✓ Flexibility to adjust as situations require and able to work on a team and independently
- ✓ Ability to manage priorities and workflow with attention to detail
- ✓ Detail oriented, a creative problem solver with patience and perseverance
- ✓ Mechanical aptitude to troubleshoot and make basic repairs
- ✓ Tolerance for outdoor work in hot, humid conditions

#### Responsibilities:

- ✓ Participate in all aspects of physical plant maintenance including carpentry, masonry, plumbing, painting, minor electrical, and basic grounds maintenance
- ✓ Oversee service and repair of office and lodge vehicles
- ✓ Perform regularly scheduled inspections of fire extinguishers, fire alarm equipment and elevator and ladders, using safety checklists
- ✓ Assist with operation and preventative maintenance of office equipment
- ✓ Manage security and badge systems
- ✓ Coordinate room and HVAC set ups for meetings and events

#### Desirable Qualifications:

- ✓ General knowledge and experience in landscaping, construction, mechanics, carpentry, plumbing, HVAC, electricity and electronics
- ✓ Able to read, write, and speak English fluently