

**Facility Maintenance Tech**

**ACCOUNTABLE TO:**   
 Facility Manager

**POSITION:**

Full Time and includes some weekends

**PURPOSE:**

This position is responsible for the proper operation and overall cleanliness of the facility as a whole.

**Primary Duties and Responsibilities:**

1. Work with all departments and team members to ensure the facility is clean, safe and operating in as efficient a manner as possible.
2. Develop other team members and help the housekeeping teams understand their role in the operation.
3. Do everything possible to make the property a welcome environment
4. Perform PM and repairs on equipment, provide support to cleaning team and perform set up for internal and external customers events per church guidelines and do everything possible to ensure the satisfaction of those customers
5. Provide Connection Team support to Security and Medical Emergency Teams in emergencies as requested
6. Help tech team with sound, light or camera operation as requested

**Personal and Professional Growth in Leadership and Discipleship:**

1. Maintain a vital and growing personal walk with the Lord through committed Bible study, prayer, and meditation.
2. Develop personal evangelism opportunities within and outside of the church.
3. Pursue self-initiated professional growth through research of new strategies for reaching one’s target population in ministry.

**Personal Responsibilities:**

1. Abide by the Centerpoint Staff Covenant
2. Demonstrate a willingness to submit to others out of reverence to Christ as stated in Ephesians 5:21.
3. Demonstrate a commitment to handling conflict biblically, following principles in Matthew 18.
4. Regularly communicate with staff, volunteers, and the congregation in written form.
5. Respond in a timely manner (within 24 hours) to ministry related electronic, telephone, or personal contacts.
6. Punctually attend meetings as requested.
7. Give full support to the general Operating Budget of Centerpoint Church and avoids soliciting or expending funds not previously authorized. Provides documentation in a timely manner as requested.
8. Evaluate effectiveness of ministry at least quarterly modifying strategies to meet targets as necessary.

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Signed Date

*Approved by the Executive Team, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*