### Arizona Christian University

**Position Description**

<table>
<thead>
<tr>
<th>Position Title:</th>
<th>Facilities/ Maintenance Worker</th>
<th>Date Updated:</th>
<th>1/21/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reports to:</td>
<td>Director of Facilities</td>
<td>Department:</td>
<td>Facilities</td>
</tr>
<tr>
<td>Direct Reports (if any):</td>
<td>N / A</td>
<td>FSLA Status:</td>
<td>Hourly</td>
</tr>
</tbody>
</table>

**Position Summary:**
Performs the following tasks:
Service and repair of air conditioning and heating units, refrigerators, and icemakers
General maintenance duties such as: minor plumbing, electrical, and carpentry repairs, painting, small construction projects, occasional grounds keeping, and event set up.

**Prerequisite Qualifications:**

**A. Education**
- High School diploma or GED equivalent
- Training in working with HVAC
- One to two years professional experience preferred

**B. Skills, Knowledge, and Abilities:**
- Personal relationship with Jesus Christ and involvement in a local church community
- High ethical standards
- Strong communication skills in working with varied groups
- Work well in team situations

**Duties, Tasks, Responsibilities (List as many categories as necessary):**

**A.** Service and repair air conditioning and heating units, refrigerators, and icemakers.
**B.** General maintenance duties
**C.** Assist with grounds keeping and event set up as needed
**D.** Other duties as assigned.

**Working Conditions:**

**A.** Position requires the incumbent to sit, stand, walk, kneel, bend, reach, and lift 60 lbs. This position includes many long hours standing, walking, and running both indoors and outdoors, exposure to extreme heat, as well as cooler temperatures.

**Job Description Approved By:**

Date:

**Copy Provided to Employee:**

Date: