

## Facilities and Grounds Maintenance Technician

### Job Description

The Facilities and Grounds Maintenance Technician is responsible for the daily maintenance, repair, appearance, and overall functionality of campus buildings, grounds, and support systems. This position performs preventative maintenance, general repairs, groundskeeping, and operational support to ensure facilities remain safe, clean, functional, and presentable at all times. The technician works independently and as part of a maintenance team while responding to routine work orders, inspections, and campus operational needs.

### Essential Duties and Responsibilities

#### Facility Maintenance

- Perform general building maintenance and repair tasks including plumbing repairs, basic electrical troubleshooting, HVAC filter changes and minor maintenance, drywall and painting repairs, door, lock, and hardware repairs, ceiling tile replacement, flooring and minor carpentry repairs.
- Complete preventative maintenance inspections and scheduled service tasks.
- Respond to maintenance requests and emergency repair situations in a timely manner.
- Maintain tools, equipment, maintenance areas, and storage rooms in an organized and safe condition.
- Identify maintenance concerns and report major repair needs to management.

#### Grounds Maintenance

- Maintain campus grounds, landscaping, sidewalks, parking lots, and exterior areas.
- Perform mowing, trimming, edging, blowing, and seasonal grounds upkeep.
- Remove debris, trash, leaves, and other hazards from campus property.
- Assist with snow, ice, storm cleanup, or weather-related preparation when necessary.
- Maintain irrigation systems and report landscaping or drainage issues.

#### Operational Support

- Assist with event setup and breakdown including tables, chairs, staging, and equipment movement.
- Support campus inspections, safety compliance, and facility readiness.
- Complete daily work orders, inspection sheets, and maintenance documentation.
- Maintain professional interaction with staff, vendors, students, and visitors.
- Follow all workplace safety procedures and operational standards.

## Qualifications

- High school diploma or GED .
- Minimum of 2 years of facilities maintenance, groundskeeping, or related experience preferred.
- Basic knowledge of plumbing, electrical systems, HVAC systems, carpentry, and general building maintenance.
- Ability to safely operate maintenance tools and grounds equipment.
- Strong troubleshooting and problem-solving skills.
- Ability to work independently with minimal supervision.
- Good communication and organizational skills.

## Physical Requirements

- Ability to lift up to 50 pounds regularly.
- Ability to stand, walk, bend, climb ladders, and work outdoors for extended periods.
- Ability to work in varying weather conditions and maintenance environments.
- Ability to safely operate maintenance vehicles and equipment.

## Work Environment

This position involves both indoor and outdoor work environments including maintenance shops, mechanical rooms, rooftops, grounds areas, and occupied buildings. The technician may be required to respond to after-hours emergencies, weather events, or urgent operational needs.

## Performance Expectations

- Maintain assigned areas in a safe, clean, and operational condition.
- Complete assigned work orders and preventative maintenance tasks efficiently.
- Demonstrate accountability, attendance, professionalism, and teamwork.
- Follow all safety policies and campus operational procedures.
- Support overall campus appearance and operational excellence.

**Qualified applicants should submit their resume to:** [mlewis@aha-net.org](mailto:mlewis@aha-net.org)