

SEE ROCK CITY, INC.
JOB DESCRIPTION

Title: SKILLED MAINTENANCE PARTNER	Team: Maintenance
Reports to: Gardens & Facilities Manager	Status: Full-Time, Non-Exempt

Summary

Provides general maintenance services to all teams to ensure that property and equipment are kept in the best possible condition. Under the direction of the Gardens & Facilities Manager the Skilled Maintenance Partner is responsible for performing the following duties:

Responsibilities

- Delivers excellent guest service to internal and external customers in line with the organization's mission, culture, and values.
- Models appropriate guest and partner interaction at all times.
- Completes Maintenance Work Requests (MWR) as assigned by Manager of Maintenance & Operations.
- Provides basic electrical, plumbing, painting, carpentry, mechanical, and other services as required.
- Performs regular preventative maintenance tasks. Checks to ensure smooth operation and long life of equipment such as HVAC.
- Responsible for filling orders and maintaining inventory of bird houses.
- Performs other duties as assigned by management.

Qualifications

- High school diploma or GED; or one to three years related experience; or equivalent combination of both.
- Possesses an outgoing, friendly personality and the desire to provide quality service.
- Ability to convey a professional image to guests.
- Possesses basic knowledge and skill level in electrical, plumbing, carpentry, and mechanical functions.
- Ability to read & interpret documents.
- Possess a current driver's license, good driving record, and ability to travel to get supplies.
- Ability to provide a flexible schedule to work nights, weekends, holidays, and special events as needed.
- Ability to stand, walk, climb, and balance; Ability to use hands to finger, handle, and feel; Ability to stoop, kneel or crouch; Ability to frequently lift and/or move up to 80 pounds; Ability to work outdoors on a regular basis, including working in extreme temperatures throughout the year.