

Facilities Maintenance Technician Job Description

To apply for this position, please send your resume and cover letter to jobs@smccutah.org.

Direct Report: Executive Pastor of Church Operation

Last updated: January 2023

- Handle all Maintenance activities for Draper, Lehi, International, St. George and South Jordan Campuses.
 - Preventative and predictive maintenance
 - Minor and major repair maintenance
 - Monitoring of equipment/systems working conditions and performance
 - Procurement of parts associated with the maintenance activities
 - Utilize PM system to schedule, track and report maintenance
 - Execute work orders, place purchase orders
 - Replace light bulbs, interior and exterior as needed
 - Paint, remodel, refurbish, repair areas and walls as needed or requested
 - Purchases supplies for electric, plumbing, paint, general maintenance and repair items
 - Maintain the vehicle service and maintenance for use as needed
 - Check PCO calendar and program the thermostats properly to be energy efficient and have a comfortable environment
 - Oversee janitorial cleaning is being completed per SMCC facilities procedures.
 - Assure the safety and environment excellence of SMCC facilities
 - Winterize the sprinkler systems for Draper, International, St. George and South Jordan. Turf fertilization and weed control 4 times yearly at Draper, International and South Jordan
- Facilities Maintenance Technician hours will be based on Project Management System according to preventative, scheduled and requested work.
- This position will require 40 + hours per week.
- Regular lifting of 30 lbs or more.
- Consistent turning, twisting, bending, standing, walking and climbing.
- Operation of various manual and power tools and equipment.