

Senior Facility Maintenance Technician

Department: Facilities

Reports To: Director of Facilities

FLSA Designation: Non-exempt (Part-time or Full-time)

Pay: Competitive hourly wage based on experience, skills, and applicable certifications

Benefits Eligibility: Eligible based on employment status

Overtime Eligibility: Yes

Date Revised: June 2026

Position Summary

The Senior Facility Maintenance Technician performs skilled maintenance, repair, and preventative maintenance activities in a Christ-centered environment to ensure church facilities remain safe, reliable, clean, and welcoming. This position works closely with the Director of Facilities to maintain building systems and support ministry, school, and community activities across three church campuses.

Essential Functions

Building Maintenance

- Perform preventative maintenance and repairs on building systems, including plumbing, HVAC, electrical, doors, hardware, ceilings, walls, flooring, windows, furniture, and other building components.
- Complete assigned work orders through the computerized Work Order Management System (WOMS) in a timely and professional manner.
- Conduct routine inspections of facilities and proactively identify maintenance needs.
- Assist with seasonal maintenance and grounds-related tasks as needed.

Operational Support

- Coordinate with contractors and vendors as directed.
- Participate in emergency response, weather-related events, evacuation drills, and other building emergencies.
- Be available to work Sundays during worship services and occasional evenings, weekends, holidays, or after-hours events as needed.
- Travel between three church campuses located in Lexington, KY

Teamwork & Customer Service

- Demonstrate professionalism, integrity, and a servant-minded attitude when interacting with church staff, volunteers, school personnel, contractors, and visitors.
- Work collaboratively with the Director of Facilities and other team members to accomplish departmental goals.
- Perform work in accordance with church policies, safety procedures, and applicable building codes.
- Attend staff meetings and training sessions as scheduling permits.

Required Qualifications

- Three (3) or more years of commercial, industrial, institutional, or similar maintenance experience.
- Working knowledge of general building maintenance practices.
- Ability to safely operate hand tools, power tools, ladders, manlifts, and maintenance equipment.
- Strong troubleshooting and problem-solving skills.
- Basic computer proficiency, including email, mobile applications, and the ability to utilize a computerized Work Order Management System.
- Motivated, dependable, flexible, and collaborative.
- Valid driver's license and reliable transportation.
- Ability to successfully complete a background check and any other required screenings.

Preferred Qualifications

- Experience maintaining churches, schools, hospitals, or other commercial/institutional facilities.
- HVAC certification or significant commercial HVAC experience.
- Commercial plumbing experience.
- Experience with fire alarm, access control, or building automation systems.

Physical Requirements

The employee must be able to:

- Lift up to 50 pounds independently and up to 100 pounds with assistance.
- Stand, walk, bend, kneel, crawl, climb stairs, and work from ladders for extended periods.

- Work in mechanical rooms, attics, rooftops, crawl spaces, classrooms, offices, restrooms, common areas, and outdoors in varying weather conditions.
- Safely operate maintenance equipment and power tools.
- Demonstrate sufficient manual dexterity, vision, and hearing to safely perform assigned duties.

Work Environment

- We are committed to cultivating a healthy, Christlike workplace marked by mutual respect, servant leadership, teamwork, encouragement, accountability, and excellence. We believe people do their best work when they are cared for, equipped, and united around a shared mission.
- Work is performed in a variety of indoor and outdoor environments, including occupied buildings and active construction or maintenance areas.
- Travel between three church campuses is required; mileage is reimbursable in accordance with church policy.
- Work schedules are generally flexible but may require occasional evenings, weekends, holidays, or emergency call-ins to support ministry activities and facility operations.
- This position offers opportunities to take ownership of building systems, develop technical expertise, and contribute to long-term facility improvements while supporting the mission of the church.

Disclaimer: This job description is intended to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all responsibilities, duties, or qualifications required for the position. Responsibilities may change as the needs of the church and its ministries evolve.