

St. Joseph Church Maintenance/Groundskeeper Job Description Posting

The community of St. Joseph Church in Kalamazoo is seeking applicants to fill a permanent full-time position of Maintenance and Groundskeeper. This position is more than just providing janitorial services for the parish campus. It requires an ability to assess the condition and maintenance needs of facilities and grounds, research, and implement solutions, track spending, order supplies, and be the liaison to work with/coordinate outside contractors and vendors for the parish community. We are seeking candidates having 5 years of proven experience in minor building repairs in the fields of carpentry, machining, electric, and HVAC. Candidates should have a high school diploma or equivalent; college or trade school/journeyman apprenticeship a plus. Individuals must have a working knowledge of computers to track maintenance scheduling and costs; basic familiarity with video surveillance equipment and an ability to troubleshoot basic audio equipment expected. The physical requirements of the position are the ability to lift up to 50 pounds, work with light machinery and hand power tools. Individuals must be able to stand, sit, kneel, crouch, bend, twist and otherwise be physically flexible to climb stairs, ladders, and work in sometimes small spaces. The work schedule is mostly days, but person is expected to be available for emergencies and special needs. Position offers competitive wages, health insurance, retirement, and vacation. Please mail or drop off resumes to: St. Joseph Catholic Church. 936 Lake St. Kalamazoo, MI. 49001. Attn'. Myrna Phillips. Or by email at: myrna.stjoekal@gmail.com