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**Job brief**

We are looking for a Maintenance Technician to complete tasks that will keep our building clean and in orderly condition. This is a part-time contracted position that will report directly to the Facility Manager.

**Responsibilities**

* Clean and supply designated building areas (dusting, sweeping, mopping, vacuuming, cleaning ceiling vents, restroom cleaning, trash etc.)
* Perform and document routine inspection and maintenance activities
* Carryout heavy cleansing tasks and special projects
* Notify management of occurring deficiencies or needs for repairs
* Adjustments and minor repairs
* Stock and maintain supply rooms
* Cooperate with the rest of the staff
* Follow health and safety guidelines
* And other duties as assigned

**Requirements**

* Knowledge of cleaning chemicals and supplies
* Familiarity with Material Safety Data Sheets
* Ability to work independently
* High School Diploma or equivalent
* Must have dependable transportation

To apply please email resume, and three professional references to

[scotton-johnson@theyfc.org](mailto:scotton-johnson@theyfc.org). No phone calls please.

# Compensation: $12 per hour