

## **Savannah Country Day School**

Savannah Country Day School is an independent, co-educational school serving over 1,000 students from junior kindergarten through the twelfth grade, plus a daycare. Our 65-acre campus holds more than 30 buildings and six sports fields, with a 20-person Operations Department which oversees Maintenance, Grounds, Safety, Transportation, and Housekeeping.

### **POSITION- Maintenance Technician**

We are hiring a Maintenance Technician to join the Operations Department. We are looking for a true team player who understands that every staff member plays a vital role in our success. The Maintenance Technician provides support across the campus and is accountable for delivering a safe, functional environment for our students and staff. The ideal candidate will be able to work alone with attention to detail while also recognizing the team-focused nature of our department. Background checks are required and will be paid for by the school.

### **DUTIES AND RESPONSIBILITIES**

- Maintains buildings, playgrounds, and common areas to keep the school clean, operational, and safe.
- Diagnoses, troubleshoots, and performs minor or routine maintenance or repairs.
- Responds to requests and performs duties as assigned in a timely manner with a professional attitude.
- Reports any maintenance concerns to the Operations Director.
- Attends and participates in training and safety programs as required.
- Follows safety guidelines at all times, maintains and safeguards all company tools and equipment.
- Performs other related duties as required or assigned, is available for occasional overtime.

### **SKILLS**

- Knowledge of maintenance functions such as plumbing, electrical, heating and air conditioning systems (HVAC), painting, carpentry, and general repairs.
- Proven maintenance, electrician, and/or handyman experience with good manual dexterity and strong problem-solving skills.
- Ability to work independently and in a team environment.
- Comfortable using a variety of equipment and vehicles (gas and electric blowers, golf carts, activity buses, etc.).
- Able to clock in and out via computer, read and respond to text messages and company-provided email.

### **QUALIFICATIONS**

- High school diploma.
- Valid driver's license.
- 1-3 years' experience is preferred.
- Must have a positive attitude and the flexibility to shift priorities as needed.
- Good physical condition and strength with a willingness to work some OT on nights, weekends, and/or holidays.
- Typical work days cover the whole campus, requiring the ability to walk distances, lift up to 50 lbs, climb stairs, work on ladders, and withstand outdoor temperatures.
- Repetitive motion is required on a daily basis and may include: pushing, pulling, reaching, squatting, and lifting.

### **BENEFITS**

Savannah Country Day provides the following benefits for its employees:

- Retirement benefits
- Vacation, personal and sick days
- Healthy lunches, daily, for free
- Health, Dental, Vision and Life Insurance
- Short- and long-term disability benefits
- Supplemental Insurance for Life, Accident, and Critical Illness

**Savannah Country Day is an equal opportunity employer. Employment decisions are made without regard to race, color, sex, gender, religion, age, disability, national origin, genetic information, or military status. The School prohibits harassment on the basis of any protected category.**