



Job Title: Facilities Assistant

Reports to: Facilities Manager

Status: Non-Exempt/Hourly Full Time

Prepared By/Date: Derek Walden - 3/7/2023

Approved By/Date: Michelle Ravan - 3/7/2023

Position Summary

Work with the facility personnel, pastors, teachers, and volunteers to achieve the objectives of East Cooper Baptist Church, Palmetto Christian Academy & Campus Outreach. Reports to the Facilities Manager while assisting with the overall operations of the physical buildings.

Roles and Responsibilities

- Assists the building and grounds maintenance employees, contractors and volunteers with room set-up and tear-down.
- Room & equipment cleaning.
- Minor painting and repairs, etc.

Qualifications and Requirements

- A passionate love for the Lord and a desire to serve in support ministries.
- A willingness to work hard in support of the church, school, and related ministries.
- Flexibility in working hours that sometimes includes evenings and weekends.
- Must be able to lift 50lbs.

If you are interested in this opportunity and meet the qualifications below, please [complete an online employment application](#). Upload your resume with a cover letter at the end of the application form.