

Sacramento Camp and Conference Center

Job Description: Construction / Maintenance Coordinator 1

Responsible To: Site Manager

Status: Full-time W/ Benefits



Qualifications:

- Have a sincere love for Jesus and a burning desire to see others come to know and grow in Him.
- Demonstrates a consistent walk with Christ
- Eager to know and love on the guest of this ministry as part of fulfilling the mission and vision of SCCC
- Flexible and willing to work with all staff, guests, agencies, etc.
- Be able to express a contagious passion for Christian camping and related ministries.
- Certifications in Wilderness First Aid and CPR or equivalent or be able to obtain these within the first year.
- Demonstrates wisdom and discernment in decisions affecting personal and corporate safety.
- Associates degree in a relevant field is desirable. Experience may substitute for education.
- Must be able to perform physical work in a rugged mountain setting.
- Be able to acquire potable and wastewater operators license within 1 year

Responsibilities:

- Ensure that all work areas are clean, safe, and orderly at all times.
- Be able to make business trips for the organization as needed
- Ensure that all the buildings are maintained up to ACA standards and in good working order providing for the safety and comfort of the guest. This includes but is not limited to:
 - Maintain proper room and emergency lighting
 - Maintain functioning plumbing fixtures
 - Maintain functioning HVAC units
 - Maintain functioning Electrical fixtures and appliances
 - Maintain functioning Wood burning stoves
 - Maintain fire extinguishers and other safety equipment
- Maintain work completed/needed and inspection reports
- Be able to do light remodel work
- Install and maintain IT infrastructure and AV Systems is a plus
- Give support to all other departments within the ministry as needed and directed to include but not limited to:
 - Work with the rest of the maintenance staff on other projects as needed
 - Cleaning with housekeeping
 - Washing dishes with the Dining Hall