POSITION ANNOUNCEMENT: FACILITIES MAINTENANCE ASSISTANT

The Facilities Maintenance Assistant will work under the supervision of the Facilities Maintenance Manager to care for the physical well-being of a variety of modern and historic buildings inside Grand Canyon National Park. Our operations are open seven days a week, including holidays, and work schedules vary.

PRIMARY RESPONSIBILITIES

Duties vary with the workload, and could include, but are not limited to, the tasks listed below.

- While the National Park Service takes responsibility for the grounds within the park, the Maintenance Assistant is responsible for maintaining exterior grounds within a limited perimeter of the buildings by shoveling snow, trimming shrubbery, picking up litter and sweeping pathways.
- Maintenance and repair of GCC housing units such as replacing broken window panes, hardware and the like, patching walls, painting, light carpentry, etc., including responding to tenant concerns with a focus on customer service. Having general trade background is preferred, plumbing, electrical, carpentry, paint etc.
- Participates in exhibit installation and take-down, including touch-up and repairs to exhibit structures, gallery space, lighting, etc.
- Routine custodial tasks as needed for stores, offices, and guest housing such as dusting, vacuuming, laundry, polishing furnishings, maintaining hardwood, tile, and carpeted floors, emptying trash, etc.

MINIMUM QUALIFICATIONS

- Minimum two years’ experience in the Facility Maintenance field
- Must be 21 years of age and possess a valid driver’s license
- Must be eligible for bonding

PREFERRED QUALIFICATIONS, SKILLS, AND CHARACTERISTICS

- Minimum of 2 years’ experience in the following:
- Ability to work independently and solve problems with limited supervision
- Highly motivated and detail-oriented
- Adept at working safely with a variety of tools and machinery
- Working knowledge of residential and commercial building systems (electrical, mechanical, heating, maintenance, and construction techniques)
- Working knowledge of fleet vehicle maintenance, for monthly inspections, basic repair and oil change.
- Have essential physical and mental capabilities in the following: interpersonal skills, memory, attention to detail, time management, follow directions, comprehension, calculating, reading
- Knowledge of maintaining, cleaning, and preserving a variety of surfaces
- Knowledge of proper use of a wide range of chemicals according to state and federal regulations
- Knowledge of handling and disposing of hazardous materials with care
- Ability to safely operate all vehicles and other job-related equipment forklift, one man lift
- Ability to use ladders and climb stairs repeatedly as required for work assignments
**WORKING CONDITIONS**
This position requires the incumbent to be able to perform physical activities, such as, but not limited to:

- Lifting heavy items (up to 75 lbs. unassisted)
- Regular bending, standing, climbing, and walking
- Must be able to work safely in an environment containing caustic chemicals, cleaning materials, dust, and noise
- Routinely required to work under inclement weather conditions

**TOTAL COMPENSATION**
This is a full-time, benefit eligible, non-exempt position located at Grand Canyon South Rim. Salary is commensurate with experience. Housing is not included with this position.

GCC provides a comprehensive benefits package. As a full-time employee, you will be eligible for a broad array of benefits including vacation and holiday pay, sick leave, employer-supplemented health benefit package including medical, dental, vision and health savings account (HSA) plan, long-term disability and life insurance, a 401(a) retirement plan, a 403(b) group retirement plan, and discounts in our retail stores.

**TO APPLY**
Please visit our website at https://www.grandcanyon.org/about-us/employment/

We ask that you include a resume and cover letter with your application.

**Grand Canyon Conservancy is an Equal Opportunity Employer**