



WEST VALLEY CHRISTIAN SCHOOL

Job Title:	Facilities Maintenance Manager	Job Category:	Exempt
Department:	Staff	Job Pay Type:	Salary
Campus:	All	Position Type:	Full Time
Reports To:	Head of School or Executive Director	Expected Hours Per Week:	40 hours

West Valley Christian School Mission Statement

West Valley Christian School equips students for life by providing Academic excellence, a Biblical foundation, and a Christ-centered community.

Job Summary

West Valley Christian School (WVCS) is seeking a skilled Facilities Maintenance Manager. This role is integral to ensure the safety, functionality, and aesthetic appeal of our buildings through proactive maintenance and repair of various systems.

Role and Responsibilities

Spiritual and Community Leadership:

- Model a Christ-centered life and uphold the mission of West Valley Christian School.
- Foster positive relationships with students, parents, and staff to create a spiritual and emotionally nurturing environment.

Facilities Support, Compliance and Coordination:

- Conduct routine inspections of buildings and systems, identifying maintenance needs and safety hazards.
- Perform basic repairs and maintenance tasks on a variety of systems, including HVAC, plumbing, electrical, and general carpentry.
- Respond in a timely manner to maintenance requests and emergencies, ensuring minimal disruption to building operations.
- Maintain accurate records of maintenance activities, equipment repairs, and inventory of supplies.
- Collaborate with vendors and contractors for specialized repairs and services as needed.
- Proficient in the use of hand and power tools.
- Familiarity with building systems and management.
- Understanding basic construction principles and practices.
- Strong problem-solving skills and attention to detail.
- Good Communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Strong organizational skills with the ability to manage multiple tasks effectively.
- Commitment to safety and quality workmanship.



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Education, Qualifications, Skills, and Experience

- A committed follower of Jesus Christ, demonstrating spiritual maturity and a calling to Christian education, who aligns with WVCS's mission and Statement of Faith.
- Faithfully attends and supports a local church whose beliefs align with the school's statement of faith.
- Minimum of 2-3 years of experience preferred (experience in a Christian or school setting is a plus).
- High school diploma or equivalent; technical training in building maintenance or related field is preferred.
- Strong knowledge of various building systems and maintenance procedures.
- Ability to troubleshoot and repair mechanical, electrical, and plumbing issues.
- Knowledge of safety regulations and building codes is preferred.

Physical Requirements:

- Able to remain stationary (sitting or standing) 50% of the time.
- Occasionally lift up to 25+ pounds.
- At times requires stooping, bending, turning, pushing, pulling, reaching and climbing stairs (2-story).
- Must be able to respond quickly to sounds (fire/security alarms).
- Work in noisy and crowded school environments.
- Able to work a flexible schedule, including weekends and evenings when needed. (School Sponsored Events)
- Frequent walking throughout the campus.

Background Check Statement:

WVCS conducts pre-employment screening for all positions, which includes a criminal background check and verification of work history, academic credentials, licenses, and certifications.

PLEASE NOTE: Subject to the Constitution of the United States and all applicable state and federal laws, West Valley Christian School does not discriminate against applicants or students based on race, color, and national or ethnic origin in its admissions or the administration of its education policies, programs, or activities. In addition, subject to the Constitution of the United States and all applicable state and federal laws, West Valley Christian School does not discriminate in its employment practices. West Valley Christian School is a Christian education institution and, in compliance with Title VII of the Civil Rights Act of 1964, reserves the right to give preference in employment based upon religion. We desire to build an employee community of individuals living out their Christian faith who agree with our Statement of Faith, beliefs, philosophy, and qualifications.



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West Valley Christian School | Statement of Faith

- I believe the Bible to be the inspired, only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:20).
- I believe there is one God, eternally existent in three persons: Father, Son and Holy Spirit (1 John 5:7, Matthew 28:19).
- I believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory (Philippians 2:6-11; Luke 1:36-38; 1 Peter 3:18; Hebrews 2:9; Acts 2:23-24; Hebrews 8:1; Matthew 26:64; Hebrews 10:37; Luke 21:27).
- I believe that for salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential (Romans 5:12-19; 1 John 3:5-8; Titus 3:5).
- I believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life (John 16:8-10; 1 Corinthians 3:16, 6:19; Romans 8:4-8).
- I believe in the resurrection of both the saved and the lost: the saved unto the resurrection of life, and the lost unto the resurrection of damnation (John 5:28-29; Matthew 25:46; 1 Thessalonians 4:17; Revelation 20:11-15, 21:8, 22:11).
- I believe in the spiritual unity of believers in our Lord Jesus Christ (1 Corinthians 12:12-27).
- I believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27). We believe that rejection of one's biological sex is a rejection of the image of God within that person.
- I believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that the institution of marriage is established in scripture as an ordinance that points the world to the relationship God desires for His church (Ephesians 5:25-27, Revelation 19:7-9, Revelation 21:2-9, Isaiah 54:5).
- I believe that in order to preserve the function and integrity of West Valley Christian School as an extension of the Body of Christ, and to provide a biblical role model to the community, it is imperative that all persons employed by West Valley Christian School in any capacity agree to and abide by all points put forward within this statement of faith (Matthew 5:16, Philippians 2:14-16, 1 Thessalonians 5:22).

