



## **Facilities Technician (Part-Time)**

*Start Date: January 2, 2025*

*The Catholic High School of Baltimore* is seeking a qualified candidate for a part-time Facilities Technician.

Reporting to the Facilities Manager, the Facilities Technician is responsible for opening the campus and troubleshooting the facility, both inside and out during the day. Assisting with general and preventive maintenance of the facilities systems, as well as, assisting with general cleanup of the facility are also part of his/her daily duties. The Facilities Technician also assists with setting up, and tearing down from special events and transporting students and faculty, as necessary, using one of the school's minibuses. The Facilities Technician is also responsible to assist with security by reporting suspicious persons and activities, taking turns at the security desk, and helping to direct pedestrian and vehicular traffic on the school's parking lot.

The Facilities Technician must be able to lift and carry 40 lbs., work off of step and extension ladders, and have some working knowledge of HVAC, plumbing and electrical systems. He/she should have a high school diploma, a valid driver's license and must pass a detailed background check. The Facilities Technician is expected to be able to use a computer.

The Facilities Technician position is an hourly, non-exempt, year-round position. This professional must be available for occasional weekend and evening commitments.

Catholic High offers a dynamic work environment, competitive salary, and benefits.

*The Catholic High School of Baltimore* provides a quality, college preparatory education, rooted in the Franciscan tradition for young women. Catholic High challenges its young women to academic excellence, responsible leadership, and Christian community service. The school is sponsored by the Sisters of St. Francis of Philadelphia since 1939.

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To apply, please send letter of interest, resume, salary requirements and three references to Ms. Eileen Tramontano, Assistant to the President, at [etramontano@thecatholichighschool.org](mailto:etramontano@thecatholichighschool.org). No phone messages please.