

## MAINTENANCE ASSISTANT

### Qualifications

- Must be at least 18 years of age.
- Must be able to follow verbal and written instruction. Re: work assignment check list.
- Must have the physical ability to stand up for extended period. Must be able to lift, carry, push, and pull objects related to facility upkeep.
- Must agree to abide by *Ability First* rules and policies.

### Duties and Responsibilities

- Attends and participates in staff orientation week.
- Directly responsible to the Camp Caretaker/ Maintenance Supervisor.
- Under the direction of the Camp Caretaker, maintains camp facilities in a sanitary and orderly fashion, performs miscellaneous manual labor, and other related work as requested. Daily tasks include: cleaning all bathrooms, sweeping and mopping the dining hall, sweeping walkways, vacuuming, loading and off-loading of trucks, weeding, watering, and special projects assigned by the Camp Caretaker.
- Works as food server in the dining hall during each meal and clean up dining area after each meal (sweeping and mopping).
- Attends evening programs and assists if needed in other areas of camp. Assist "Supervisor on Duty" with evening staff activities and camp lock up a maximum of 2 nights per session.
- In an emergency, assumes responsibility of any job deemed necessary by the Camp Director to ensure the safety of all campers and staff.