

Onsite School Facility Maintenance Supervisor

TDG Facilities, LLC is looking for a **Facility Maintenance Supervisor** for our client, Felicity Franklin Schools, in Felicity, OH 45120. We need someone who is dependable to be onsite and available for emergencies to perform general and preventative maintenance and repair. If you have these skills, can communicate well and self-manage, this role could be a perfect fit for you. We're offering fantastic pay with great benefits! Be part of a fast-growing company, serving clients in the tri-state as well as nation-wide!

ESSENTIAL DUTIES AND RESPONSIBILITIES

- 3+ Years Experience in Commercial Facility Maintenance Service
- General Building Maintenance including performing timely repairs and scheduled maintenance on building equipment (HVAC, Plumbing, Electrical), fire system tests and inspections, floor care, on-call assistance for clean-ups and other emergencies.
- Be available nights and weekends for emergencies.
- Ability to maintain detailed and complete records of maintenance, repair, and testing activities.
- Oversee janitorial staff and tasks, assuring tasks are completed safely, efficiently and properly
- Maintain site supplies inventory
- Develop and maintain client relationships including participation in client meetings
- Use computer to modify and monitor work order management system
- Work with the operations manager to maintain the facility within the approved budgets

QUALIFICATIONS

- Strong mechanical aptitude
- Strong leadership
- Ability to troubleshoot
- Ability to communicate effectively and courteously with a wide range of persons
- Ability to self-manage and perform each essential duty beyond satisfaction

BENEFITS

- Health, Dental, Vision, STD/LTD
- Paid Time Off
- Paid Holidays
- Company-match Retirement Savings Plan!
- **Must be able to pass background checks, drug screening.**