



Facilities Services Technician – Painter

The primary role of the Facilities Services Technician is to perform a variety of skilled and semi-skilled tasks to maintain constant functionality of the Miss Hall's School facilities. Primary responsibilities include repairs to and painting of the facilities to ensure an attractive, safe, and usable campus, along with managing special projects and coordinating work performed by contractors, ensuring the use of safe practices, quality workmanship, and cleanliness of the work areas. This position also maintains mechanical, electrical, plumbing, and life-safety equipment, and assists with maintaining the appearance of the facilities and grounds at multiple property locations. The ability to work flexible hours and potentially respond to after-hours emergencies is required. The Facilities department is committed to diversifying its staff.

Miss Hall's School inspires and encourages each girl to pursue the highest standards of learning and character; to contribute boldly and creatively to the common good; and to seek a purposeful life based on honor, respect, growth, and personal authenticity.

At Miss Hall's School, we champion social justice; insist that all community members demonstrate respect for each other through words and actions; and affirm that diversity, equity, and inclusion are essential to learning and problem solving, discovery and personal growth, and cultivating empathy and cultural competency. Guided by these beliefs, and with the understanding that being an inclusive community requires ongoing work and commitment, we foster cross cultural dialogue and allyship to honor and celebrate our diverse community

Responsibilities

- Prepare a variety of surfaces for (ex: cleaning, sanding, patching, masking, and repairing nail holes, cracks, joints, etc.) for the purpose of ensuring that they are ready for painting and/or refinishing.
- Estimate materials and/or equipment needed to complete work projects.
- Paint a variety of surfaces (ex: buildings, drywall, concrete walls, floors, trim, etc.) for the purpose of maintaining facilities in an attractive, safe, and usable condition
- Manage assigned projects at the School by acquiring competitive pricing for labor and material, coordinating work to be performed in-house and by contractors, and taking responsibility for a quality project being completed on task and on budget
- Schedule, oversee, and coordinate work performed by contractors to ensure they use safe practices, perform quality work, and clean their work area
- Assist with basic repairs and maintenance for HVAC and plumbing systems, including gas and oil boilers, furnaces, air conditioning units, VAV box exhaust fans, building automation controls, and domestic and sanitary pipes and fixtures
- Inspect facilities and mechanical equipment daily, utilizing the maintenance check sheets, and provide preventative maintenance to building systems and equipment
- Provide repairs to building finishes, including drywall, paint and wall coverings, ceiling tile and grid, floor coverings, doors, and door hardware



- Provide supportive labor to the School by completing furniture reconfigurations and moves, office moves, and School event setups as required, and functioning as a member of the grounds maintenance crew as needed
- Work collaboratively with other members of the facilities team and the School community to ensure that work is completed in a timely manner with an eye to quality workmanship

Requirements

- High school diploma or GED
- A minimum of three years of experience in a commercial maintenance environment
- Experience working with a team of maintenance professionals in a collaborative manner
- Working knowledge of building mechanical and electrical systems and related safety practices
- Proficient understanding of OSHA compliance regulations and how they pertain to an educational institution
- Knowledge of methods, tools, and equipment used in the maintenance and repair of plumbing and HVAC equipment in residential and commercial buildings
- Ability to read, understand, and work from blueprints, specifications, and schematics
- Ability to scope and manage a project from gathering estimates through punch list work
- Ability to identify problems and implement or recommend solutions and use good judgment within scope of authority
- Ability to accept feedback, take direction, and be accountable for outcomes
- Ability to coordinate multiple tasks and produce accurate and timely work with minimum supervision
- Strong communication skills, including the ability to communicate effectively with students, colleagues, contractors, and members of the public in a diverse population
- A demonstrated commitment to equity and inclusion and to serving a diverse, global community
- Commitment to the MHS Mission and Core Values