



omaha**community**playhouse

Maintenance

Job Title: Maintenance (Part-time evenings)

Department: Facilities

Reports To: Facilities Manager
Non-exempt Hourly

Scope of Responsibilities:

To clean and maintain the Omaha Community Playhouse building and grounds.

Performance Responsibilities:

- Vacuum carpets; Mop floors
- Polish brass fixtures
- Clean bathrooms
- Set up and tear down for special events (tables and chairs)
- Sweep sidewalks; Shovel snow when needed
- Some repair and other general maintenance
- Replenish supplies in the kitchens and bathrooms
- Empty trash and recycling as needed in the facility
- Lock/unlock and secure building; Arm/disarm security system
- Other duties as assigned by the Facilities Manager

Minimum Qualifications:

- Able to work in a team setting
- Willingness to take direction
- Flexibility in scheduling, including nights and weekends
- Some heavy lifting

Desired Qualifications:

- Custodial experience