

Handyperson/Maintenance Staff Job Description

Position Overview: Revelation of Hope Counseling Services, LLC is seeking a handyperson/maintenance staff to provide basic maintenance contract work as needed in the Jackson, TN office(s). Duties include minor repairing plumbing systems, fixing company equipment or tools and testing various company appliances to ensure they work properly. This position is an independent contractor.

Reports to: Chief Executive Officer

Duties/Responsibilities:

- Perform basic tasks including painting and filling crevices, clean facilities and managing maintenance repairs.
- Install and replace floors, stairs and piping as needed.
- Repair and paint doors, windows, walls, ceilings, roofs, and other parts of the building.
- Ensure mechanical equipment is in working order and fixed as necessary.
- Other duties as may be assigned.

Qualifications and Skills:

- High school diploma or equivalent preferred
- Proven work experience
- Works well independently and has strong time management skills.
- Handles the physical demands of the job, including standing and walking for most of the shift, bending, climbing, and lifting at least 50 pounds.
- Ability to work with hardware tools and power equipment.
- Strong critical thinking, communication, and listening skills

Application instructions:

For consideration, please email Résumé and Cover Letter/Letter of Interest to info@rohcs.org