

# Big Sandy Area Community Action Program is looking for a **Maintenance Worker** to join our team at Model City Head Start in Pikeville.

## Position Summary:

- A Maintenance Worker will perform general duties to maintain cleanliness of student and staff areas including office areas, classrooms, playgrounds, common areas, and restrooms.

## Job duties and details:

- Sweep, mop, vacuum floors using a variety of chemicals, cleansers, and equipment
- Sanitizing and cleaning classroom environments and materials daily.
- Maintain cleanliness of other assigned areas and remove trash daily.
- Clean restrooms and stock with supplies.
- Assemble furniture and assist with moving office equipment, furniture, or other items as needed.
- Repair minor electric or plumbing problems such as leaky faucets and replacing light bulbs or fixtures.
- Perform minor renovations such as painting, carpet cleaning, hanging window coverings, and ceiling tile replacement.
- Physical requirements include the ability to:
  - Lift a minimum of 50 lbs.
  - Operate power tools including carpet cleaner, vacuum, lawn equipment.

## Minimum Qualifications:

- High School diploma or equivalent required
- One year of related experience
- Knowledge of occupational hazards and safety precautions applicable to maintenance work
- Strong interpersonal and professional skills including but not limited to:
  - professional appearance,
  - communication orally and in written form, listening, time management, punctuality, and dependability
  - Valid driver's license
  - Hire subject to Head Start policy on required background checks and drug screening.

## Starting Salary Benefits

- \$9/hour Health, Vision, and Dental insurance
- Life Insurance
- Kentucky Retirement (CERS)
- Generous paid time off, including 13 paid holidays

**How to apply: Email resume to [hr@bsacap.org](mailto:hr@bsacap.org)**

**Mail resume to Valerie Mace HR Manager BSACAP 230 Court Street Paintsville, KY 41240**

**Fax resume to (606) 789-3390**

**Deadline to submit applications is Friday, September 10, 2021.**