



amber grace

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Maintenance Technician

[LINK TO EMPLOYMENT APPLICATION BELOW](#)

Reports to: Facilities Manager

Job Summary:

Supports day-to-day maintenance, repairs, and upkeep of the Amber Grace campus to ensure a safe, clean, and functional environment that supports the well-being of Neighbors and staff. This role aligns with Amber Grace's mission to provide a distraction-free environment for pursuing Abundant Life.

Supervisory Responsibilities:

- None
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Duties/Responsibilities:

- Perform routine maintenance and basic repairs, including painting, drywall patching, light carpentry, fixture replacement, and minor plumbing and electrical tasks.
- Respond to work orders in residential homes, common areas, administrative spaces, and outdoor areas in a timely and resident-conscious manner.
- Assist Maintenance Technician Lead and the Facilities Manager with more complex repairs, projects, and inspections.
- Conduct scheduled preventive maintenance tasks on buildings, equipment, and grounds as assigned.
- Perform basic inspections of facilities and report maintenance concerns, safety hazards, or unusual conditions.

- Support upkeep of grounds and exterior areas, including walkways, lighting, fencing, signage, and seasonal preparation.
 - Assist with basic maintenance of systems such as HVAC filters, water fixtures, appliances, and mechanical equipment.
 - Maintain accurate records of work performed, materials used, and observed conditions using facility management or work order software.
 - Follow established safety procedures when using tools and equipment.
 - Respond to maintenance emergencies during scheduled work hours and assist with after-hours response as needed.
 - Participate in team meetings, training, and Amber Grace community events.
 - Foster a safe, respectful, and inclusive environment for Neighbors, staff, and visitors.
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Requirements:

- High school diploma or GED required.
 - 1–3 years of experience in maintenance, facilities support, construction, or a related field preferred.
 - Basic knowledge of building maintenance practices and use of hand and power tools.
 - Willingness to learn building systems, including HVAC, electrical, and plumbing.
 - Ability to follow instructions, prioritize tasks, and work effectively as part of a team.
 - Basic computer skills and willingness to use facility management or work order software.
 - Strong communication skills and ability to interact respectfully with Neighbors and staff.
 - Must have the ability to lift, push, and pull up to 50 pounds.
 - Ability to demonstrate care, compassion, and patience when working with staff and Neighbors.
 - Protects the confidentiality and rights of staff and Neighbors.
 - Familiarity with the IDD community preferred.
 - Must be willing to work after hours and on weekends when emergencies occur.
 - Valid driver's license with acceptable driving record.
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FLSA: Non-Exempt

Classification: Full-time

TO APPLY FOR THIS POSITION PLEASE CLICK THIS LINK:

[MAINTENANCE TECH](#)

Or copy and paste this URL into your web browser:

<https://ambergrace.jotform.com/team/neighborlife-employment/program-mentor-application>

If you are unable to access or fill out the application online, please email info@ambergrace.com to request assistance.

Thank you for your interest in joining the Amber Grace Team!