



ST. JOHN THE BELOVED SCHOOL

The Mission of St. John the Beloved School is to teach and model the Gospel of Jesus Christ, foster academic excellence and encourage service to others.

"Beloved, let us love one another, for love is from God." 1 John 4:7



School Maintenance

Position Summary

St. John the Beloved School is seeking a qualified candidate to serve as a full-time School Maintenance team member. This position is responsible for the maintenance and upkeep of all school buildings and grounds, ensuring a safe, clean, and well-functioning environment for students, faculty, and staff.

Key Responsibilities

- Perform general repairs and routine maintenance across school buildings and grounds
- Coordinate and assist with electrical, plumbing, HVAC, and other facility repairs
- Supervise and oversee contracted services and vendors on campus
- Manage and organize deliveries to the school
- Maintain cleanliness of key areas, including bathrooms and the cafeteria
- Monitor facility conditions and proactively address maintenance needs
- Ensure all work complies with safety standards and regulations
- Assist with event setup and breakdown as needed
- Collaborate with school administration to prioritize and meet maintenance needs

Qualifications

- High school diploma or equivalent combination of knowledge, skills, and abilities
- Ability to use hand tools and operate equipment commonly used in general maintenance
- Working knowledge of basic plumbing, electrical systems, heating, and air conditioning
- Valid and insurable driver's license
- Strong problem-solving skills with the ability to diagnose and repair issues efficiently
- Ability to make sound, timely decisions that support the mission of the Diocese of Wilmington and St. John the Beloved Parish and School
- Demonstrated understanding of and commitment to the mission of the Diocese of Wilmington and St. John the Beloved Parish and School
- Ability to work effectively with a large school community, including a staff of 50+ and student body of 500+
- Ability to work a few evenings and/or weekends

About Us:

St. John the Beloved School is a faith-filled community dedicated to academic excellence and the formation of the whole child. We seek educators who are passionate about early childhood education and inspired to serve within a vibrant Catholic school community.

Interested applicants should supply a cover letter and resume to Mrs. Cathy Shields, administrative assistant, at cshields@sjbdel.org or 302-998-5525.