



Mount Mercy Academy | 88 Red Jacket Pkwy, Buffalo, NY 14220 | 716-825-8796 | mtmercy.org | info@mtmercy.org

Job Title: School Maintenance Technician / Facilities Worker

Location: Buffalo, NY Area

Job Type: Full-Time / Year-Round

Pay Range: \$18.00 - \$26.00 per hour (*dependent on experience and licensing*)

About Us:

We are seeking a reliable, hands-on School Maintenance Worker to join our facilities team. You will play a crucial role in maintaining a safe, clean, and functional learning environment for our students, staff, and visitors in the Buffalo community.

Key Responsibilities:

- Routine Maintenance: Perform general building repairs, including minor plumbing, carpentry, painting, and basic HVAC troubleshooting.
- Safety Inspections: Conduct regular walk-throughs to identify and resolve maintenance issues.
- Grounds Upkeep: Seasonal grounds maintenance, including snow removal, salting, and exterior clean-up.
- Event Setup & Logistics: Set up/break down classrooms and communal areas for school events.
- Vendor Coordination: Assist the Director of Operations with larger building projects and contractor visits.

Qualifications & Requirements:

- Education: High school diploma or GED required.
- Experience: 2+ years of professional maintenance, carpentry, or facilities management experience. School environment experience is a strong plus.
- Physical Stamina: Ability to lift up to 50 lbs and comfortably work on ladders, stand, or walk for extended periods.
- Background Check: Must successfully pass required NYS fingerprinting and background clearances.

What We Offer:

- Competitive hourly rate and some flex-time opportunities.
- Benefits package
- Paid time off, school holidays, and retirement contributions.
- Consistent Monday-Friday schedule, some weekend and evening events.

Salary: \$18.00 - \$26.00 per hour (Full Time)

How to Apply:

Please submit your resume, cover letter, 3 references, and a brief summary of your relevant maintenance experience to employment@mtmercy.org.