

Maintenance Supervisor

Saint Theresa Catholic Church - Sugar Land

115 7th Street
Sugar Land, TX 77498

Summary

Under the supervision and in support of the pastor's vision and mission, oversees the maintenance of all facilities and equipment. The Maintenance Supervisor exercises the particular abilities of a highly organized person, is able to work independently, has familiarity with working with vendors and what is needed for successful implementation. This position requires highly-developed relational skills that include the ability to communicate well in person, on the telephone, e-mail and text, and by written word when called upon.

Skills, Knowledge and/or Abilities

- Proficiency in the use of the Microsoft Office suite
- Strong interpersonal ability with staff, vendors and parishioners
- Solid organizational and management skills

Education, Training, and/or Experience

- At minimum, a high school diploma required. A degree, certification or extended work experience in maintenance supervision

Interested candidates can send resume to Diane Senger at diane@sugarlandcatholic.com.