



Loutit District Library

Expanding Horizons, Enriching Minds, Engaging Community

Job Posting

BUILDING SERVICES TECHNICIAN (Full-time, 40 hours per week)

Loutit District Library seeks a dependable, organized, and knowledgeable self-starter to lead the day-to-day activities in the Building Services Department. Under the supervision of the Library Director, this position performs a wide variety of duties related to the safe and efficient operation of the library building and grounds. Primary functions of this position include: general and preventative maintenance and repairs, inventory management, coordinating services with outside vendors, and partnering with library staff on projects and room setup.

Qualifications: High school diploma or equivalent. Two or more years of maintenance experience in a large facility. Possesses a valid Michigan driver's license. Flexible schedule including evenings and weekends, including the ability to be on-call for building-related emergencies, is required for this position.

Compensation: Starting wage for this position is \$19.00 per hour. Includes a generous benefit package (medical, dental, vision, cell phone reimbursement, PTO, vacation, sick, and paid holiday time).

To Apply: Please provide a cover letter, résumé, and three professional references.

Submit all application materials in PDF format to Amy Bailey, Assistant Director, via email at abailey@loutitlibrary.org. This position is open until filled.

Loutit District Library does not discriminate on the basis of age, color, national origin, sex, height, weight, marital or veteran status, religion, age, or handicap in employment or the provision of services. Loutit District Library is a drug-free workplace and is an Equal Opportunity Employer.

Posted: May 25, 2022

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