



## JOB DESCRIPTION

**Position Title:** Campus Logistics Technician  
**Reports to:** Operations Director/Campus Pastor  
**Status:** Part-time, non-exempt

**Campus:** Glendale  
**Schedule:** 25 hours per week

**Position Summary:** The Campus Logistics Technician manages their daily assigned tasks and physical activities (interior and exterior) of buildings and grounds of the campus they are assigned to. They are responsible for all the campus needs including office and furniture moves, room set-ups, trash removal, general cleaning and completion of the daily duty lists as well as working with their manager to ensure quality appearance of the facility.

**This position is connected to the faith and ministry of the church and moves forward the vision of Central Christian Church.**

### Responsibilities:

- Currently Possess or able to obtain an Arizona Driver's License
- Able to lift 40 pounds without assistance
- Lock-up and arm/disarm building alarms as required
- Clean assigned areas of the campus as required through assigned task or duty list including inside and outside trash
- Clean assigned areas using scrubbers, wet mops, brooms, blowers, vacuums, power washers, hoses
- May be asked to use cleaning chemicals i.e. bowl cleaners, detergents, window cleaner, floor finishes
- Perform room set-ups to include furniture moving to support events, meetings and other functions
- Other duties per Manager's request

### Knowledge, Skills and Experience:

- Strong work ethic
- Ability to have effective working relationships with people of varying skills and competencies
- Experience doing maintenance work in similar type of environment preferred
- Detail oriented
- Excellent communication skills
- Able to multitask
- Excellent customer service skills
- Previous experience cleaning facilities

### Role model in personal life:

- Must align with the vision and values of Central Christian Church and be committed to doing Central no harm.
- Growing in your personal relationship with Christ.
- Develop personal evangelism opportunities within and outside the Church.

**Model biblical integrity in all things:**

- Adhere to and encompass the qualities and characteristics required of Central Christian Church employees, defined by the Employee Handbook.
- Financially support the vision of Central Christian Church by faithfully giving at least 10% of gross income.
- Be an active Owner at Central Christian Church, making every effort to uphold the six core values of Central.

**Physical Requirements:** This position is inside/outside. Must perform occasional lifting, carrying, pushing, and pulling of objects weighing up to 40 pounds. Talking, hearing, seeing, typing is required with occasional stooping, crouching, and reaching being necessary. Position requires approximately 75% standing or walking and 25% sitting.