

Diocese of Nashville

<https://dioceseofnashville.com/job/maintenance-worker/>

Maintenance Worker

Description

We are looking for a skilled Maintenance Worker to perform upkeep tasks such as repairs and cleaning.

Duties and Responsibilities

Maintenance Workers are responsible for the upkeep and repair of facilities, ensuring that they meet safety and functionality standards. Their tasks often include preventative measures, routine maintenance, and minor emergency repairs.

Main duties:

- Inspect and identify equipment or machines in need of repair or maintenance
- Perform regular preventative maintenance to ensure that machinery continues to run smoothly and building systems operate efficiently
- Check control panels and electrical wiring to identify issues and ensure systems are working properly
- Perform minor repairs, such as fixing leaky faucets, unclogging drains, or repairing doors and fences, broken locks, filling gaps on walls etc. using tools such as hammers, hoists, saws, drills, and wrenches
- Monitor boiler systems, HVAC, and other building systems to ensure they are functioning properly.
- Carry out groundskeeping duties such as landscaping, mowing lawns, removing snow, or cleaning outdoor spaces
- Equip supplies needed for cleaning and maintenance
- Comply with safety regulations and maintain clean and organized work areas
- Perform cleaning activities such as dusting, mopping, etc.
- Check control panels and electrical wiring to identify issues
- Conduct maintenance tasks such as replacing light bulbs
- Inspect and troubleshoot equipment and systems
- Check functionality of safety systems (e.g. fire alarm)
- Collaborate with workers and other professionals during renovations
- Report to building committee chair for issues

Qualifications

- Proven experience as maintenance worker or other similar position
- Basic knowledge of HVAC, plumbing and electrical systems
- Experience working with tools, including hand and electrical tools
- Ability to read technical manuals and drawings
- Very good communication and interpersonal skills
- Physical stamina and dexterity
- High school diploma or equivalent

Other

- Work Environment: This job operates in a professional office environment but also includes working outdoors or in potentially high-noise areas such as

Hiring organization

Church of the Most Holy Name

Job Location

Nashville, TN

Date posted

March 13, 2026

Valid through

17.07.2026

Please submit your resume and a cover letter outlining your qualifications and experience to holynamchurchnashville@comcast.net.

boiler rooms.

- Reporting Structure: Reports to the pastor or as may be directed
- Salary: Competitive.
- Location: Church of the Most Holy Name, 521 Woodland Street, Nashville, TN37206
- Employment Type: Part Time
- Equal Opportunity Statement: We are an equal opportunity employer and value diversity.
- Application Instructions: Please submit your resume and a cover letter outlining your qualifications and experience to holynamechurchnashville@comcast.net.

How to Apply

Please submit your resume and a cover letter outlining your qualifications and experience to holynamechurchnashville@comcast.net.