



Position Opening

Facility Manager

Accepting applications for full-time Facility Manager to conduct the maintenance, housekeeping, & security of buildings, grounds, equipment, and vehicles of large growing church in Richmond.

Responsible for evaluating, planning and conducting timely maintenance and housekeeping; leading/developing staff; procuring/overseeing contractors; ordering supplies/equipment; preparing and administering fiscally responsible budget. Indoor/outdoor work schedule includes adjusting for evening, weekend, on-call and emergencies to ensure operational needs.

Five years related experience required with technical expertise in electric, plumbing, HVAC, grounds and surfaces, security/fire controls, refrigeration, flooring, roofing. NACFM certification preferred. Requires positive commitment to job, and interacting in a Christian-like working relationship with church staff, congregation, and contractors.

Submit a cover letter and resume to Personnel Committee, First Baptist Church, 425 Eastern Bypass, Richmond, KY 40475 or Email to fbcresumes@firstbaptistnet.com. Applications accepted until position filled. Selected candidates will be contacted to schedule an interview.