

Job Advertisement

Date: [Insert Date]

[Academy Name]

[Academy Address]

[City, State, Zip Code]

Position: Maintenance Staff

We are seeking dedicated and skilled Maintenance Staff to join our team at [Academy Name]. Our private academy is committed to providing a safe and clean environment for our students and staff.

Responsibilities:

- Perform routine maintenance tasks including plumbing, electrical repairs, and general upkeep.
- Ensure all facilities are clean, safe, and operating efficiently.
- Assist in setup and breakdown of campus events.
- Conduct regular inspections and reporting of issues.
- Collaborate with other staff to meet facility needs.

Qualifications:

- High school diploma or equivalent.
- Previous maintenance experience preferred.
- Basic knowledge of electrical, plumbing, and HVAC systems.
- Strong problem-solving skills.
- Ability to work independently and as part of a team.

Benefits:

- Competitive salary.
- Health insurance options.
- Paid time off and holidays.
- Opportunities for professional development.

Application Process:

Interested candidates are invited to submit their resume and cover letter to [Contact Email] by [Application Deadline].

We look forward to welcoming a passionate and skilled individual to our team!

Sincerely,

[Your Name]

[Your Position]

[Academy Name]