
CAMP-of-the-WOODS

Mechanic

Employment Classification: Full Time Hourly

Department: Facilities

Reports To: Facilities Director

Start Date: **Immediately**

Purpose:

To perform repairs and preventative maintenance on our fleet of roughly 35 cars, trucks, and vans; an additional 20 golf carts, utility vehicles, and trailers; and various small engine equipment used for grounds maintenance.

Applicants must be able to perform maintenance on vehicles and equipment such as repairs to engines, transmissions, clutches, suspension and steering systems, fuel and ignition systems (gas and Diesel), brakes, HVAC systems, and electrical systems. The applicant must also be able to implement preventative maintenance tasks including fluid changes, lubrications, safety inspections, and winterization

Requirements:

- A follower of Christ in agreement with the GVI Statement of Faith
- High School Diploma or GED required. College degree preferred
- Computer & technical capabilities to learn preventative maintenance software
- Ability to lift 50 lbs unassisted
- U.S. Citizenship or ability to work within the United States as defined by Federal law
- Organized individual
- Must have a Valid Driver's License 21 years of age or older.

Suggested Skills/Abilities:

- Experience in heading a department preferred.
- Must be able to read codes and instructions on vehicle diagnostic equipment.
- Must be able to track and record all work through data and organizational processes.
- Must be fluent with computers and able to use them to research repairs, report work hours and update work orders.
- Effective communications skills.
- Ability to fabricate parts and perform welding repairs preferred.

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- Ability to work on hydraulic systems (such as bucket trucks, plows, and excavators) preferred.

Benefits:

- Annual Salary of \$38,000 – \$58,500 (BOE)
- Camp Provided Housing (including all utilities)
- Camp provided meals for employee and family – 3 meals per day in Summer Season, Monday through Friday lunch in Conference Season
- Health Insurance – 75% of premium paid by COTW
- Health Savings Account contribution – paid by COTW
- Short-Term and Long-Term Disability plan – premium paid by COTW
- \$10,000 Life Insurance policy – premium paid by COTW
- 403(b) Retirement plan – you can contribute immediately, COTW match begins after one year of employment
- Time Off policy:
 - Eight (8) paid holidays per year
 - Ten (10) days of vacation for first year of employment, then additional days for years of service
 - Six (6) sick days per year
 - Two (2) personal days – after one year of employment
 - Time off for NYS Paid Family Leave, bereavement, and jury day

If interested, please send a cover letter and resume to the contact information listed below:

Email: josephc@cotw.org