



MOUNT ST. MARY'S SEMINARY
& SCHOOL OF THEOLOGY

CINCINNATI † OHIO

Maintenance Worker (Full-Time)

Mount St. Mary's Seminary & School of Theology is seeking a dependable and skilled **Maintenance Worker** to join our facilities management team. This position reports to the Director of Maintenance. You will perform essential upkeep and repairs, ensuring our facility remains clean, safe, and fully functional for employees, students and visitors. The ideal candidate is a proactive problem-solver with a keen eye for detail, possessing a strong work ethic and the physical stamina for the role.

Classification: Hourly, non-exempt

Working Hours: Monday thru Friday, 7 a.m. to 3:30 p.m.

Excellent benefits including 401K retirement and health insurance

Responsibilities

- Assist with painting, plastering, plumbing, carpentry, and general building maintenance tasks
- Conduct minor repairs, including fixing leaking and clogged pipes, repairing bathroom fixtures, replacing light bulbs and filters and applying basic fixes to equipment and building systems
- Perform mowing, trimming, cleaning and other landscape duties
- Respond to maintenance request and work orders in an efficient and timely manner
- Clean floors, walls, fixtures and equipment as required
- Perform other maintenance and custodial related tasks as requested

Qualifications

- Proven experience in general maintenance. Strong electrical, plumbing or HVAC skills a plus
- Proficiency with various hand and power tools
- Must be trustworthy and honest and have a good disposition
- Must be able to take initiative to do what needs to be done
- Must have the ability to safely operate power tools, lawn equipment and other machinery
- Physical stamina and manual dexterity to handle physical demanding tasks, including walking and standing for long periods, climbing ladders and lifting up to 50 pounds

Employees of Mount St. Mary's Seminary & School of Theology (MTSM) will have knowledge of the Catholic faith, a willingness to work for a Catholic, faith-based agency and adhere to the policies of MTSM. Employees will not publicly oppose the teachings of the Catholic Church.

Interested candidates should email a resume to hr@athenaeum.edu.

Employees of Mount St. Mary's Seminary & School of Theology will have knowledge of the Catholic faith, a willingness to work for a Catholic, faith-based agency and adhere to the policies of Mount St. Mary's Seminary & School of Theology. Employees will not publicly oppose the teachings of the Catholic faith nor publicly advocate for any position in conflict with Catholic teaching, or the specific positions of the Archdiocese of Cincinnati or the United States Conference of Catholic Bishops. This requirement includes any public speech, demonstration or writing, including the use of social media or other digital technologies.