



JOB POSTING

Date of Notice: January 9th, 2012

Position Title: **FACILITY MAINTENANCE TECHNICIAN-** (NIGHTS & WEEKENDS)

Location: Bandon Dunes Golf Resort

Reports To: Facility Maintenance Supervisor/Director

Application Closing Date: Until Filled

Send Application To: Attn: Human Resources
Bandon Dunes
57744 Round Lake Drive Bandon, OR 97411
jobs@bandondunesgolf.com
Fax: 541-347-5850

Position Summary:

The position monitors the day-to-day activities of the facilities maintenance department, maintaining two-way communication with resort department managers. Working knowledge and skills in the carpentry, mechanical and electrical areas.

Essential Duties and Responsibilities:

- Routine maintenance to all facilities.
- Establishes and maintains a preventive maintenance program.
- Maintains maintenance records, as built and manuals.
- Perform additional duties as required.
- Must be willing to work days, nights, and weekends.

Qualifications:

- High school required, college degree preferred.
- Experience in dealing with municipal agencies and representatives.
- Ability to identify the important issues, find and utilize external sources of applicable expertise.
- Demonstrated quality written, verbal, interpersonal communication skills.
- Positive attitude, professional manner and appearance in all situations.

Candidates interested in applying for this position must meet the minimum qualifications for the position. To apply, please forward a completed application with cover letter and resume prior to the closing date. Complete job description available upon request.

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