



*Transforming People
and Communities*

2900 Hoover Road, Suite A | Stevens Point, WI | 54481

capservices.org | 715-343-7500

JOB BULLETIN

From: Lisa Oksuita HR Generalist

Date: February 6, 2018

Building & Grounds Coordinator

Work site: CAPsell - Wautoma

Start Date: as soon as possible

Starting Pay: \$12.34-\$13.48 per hour, depending on experience

Status: Full-time 37.5 hours per week

Benefits: Paid time off, holidays, 401K, life insurance
access to health, dental, vision and disability insurance.

Duties: Responsible to clean and maintain corporate buildings and grounds including minor electrical, plumbing, machinery and carpentry repairs.

Minimum Qualifications: High school diploma or equivalent with at least three years of experience in maintenance including minor electrical, plumbing and building repairs. Preference will be given with experience in commercial-type maintenance.

Requires moderate proficiency in the use of a wide range of tools and equipment or maintenance skills.

Deadline to submit resume & cover letter: 5 pm Monday, February 19, 2018

CAP Services is an Equal Opportunity Employer