



Maintenance/Grounds Technician

Job Title:	Maintenance/Grounds Technician
Location:	Holy Rosary Parish, Evansville, Indiana
Reports To:	Director of Operations
FLSA Status:	Part-time, Hourly 20-25 hours/week
Last Revised:	3-18-2026

Holy Rosary Catholic Church is a faith community of disciples of Jesus Christ. Guided by the Holy Spirit, we seek to know, love and serve God on our pilgrim journey to the kingdom of heaven.

Summary:

- The Part-time Maintenance/Grounds Tech at Holy Rosary will work in conjunction with the full time maintenance/grounds technician and be responsible for providing routine and preventative maintenance for the entire Parish property including but not limited to the church, school, preschool, atrium, chapel, parish office and all surrounding property.

Essential Job Functions:

- Collaboration with full-time maintenance/grounds technician for all maintenance issues.
- Coordinates with Parish Manager on maintenance and cleaning requests.
- Maintains policy and procedures manual relating to the building and grounds.
- Replacing lightbulbs and air filters as needed.
- Ensuring the property is clean and presentable.

Required Skills:

- Team player
- Self-Motivated
- Valid Driver's License
- Organized
- Basic computer skills (i.e. word, email, etc.)



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- Strong Communication
- Ability to lift up to 70 lbs.

Desirable Skills:

- Maintenance/Handyman experience
- Basic knowledge of Electrical, Plumbing, and HVAC systems

Education Requirements:

- High School Diploma or equivalent

Applicants shall exhibit behavior and lifestyle values compatible with Catholic beliefs. All employees shall abide by the laws of the Church and the state. All employees must comply with the provisions of the Safe Environment Program of the Diocese of Evansville.

If you are interested in applying, please send your application and list of three references to eflatt@evdio.org or contact the Parish office at 812-477-8923.