



James Island Christian School

Facilities Manager

James Island Christian School | Charleston, SC
Full-Time | \$18–\$22 per hour

James Island Christian School (JICS) is seeking a dependable and detail-oriented **School Facilities Manager** to join our team in Charleston, SC. This full-time position plays a vital role in creating and maintaining a clean, safe, and welcoming environment for our students, staff, and visitors.

As a valued member of our school community, the Facilities Manager supports daily operations by ensuring our facilities reflect the high standards of excellence and care that define JICS. Your work will have a direct and meaningful impact on the everyday experience of our students and staff.

Why Join James Island Christian School?

- Work in a dynamic and mission-driven educational environment
- Be part of a supportive, collaborative team
- Contribute to the success and well-being of our school community
- Enjoy competitive pay and a comprehensive benefits package

Benefits Include:

- Competitive hourly wage (\$18-\$22 per hour)
- Dental, Vision, and Life Insurance
- Health Savings Account (HSA)

- Paid Time Off
 - Employee Discounts
 - Tuition Discount for Children
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About James Island Christian School

James Island Christian School partners with like-minded families to provide a **Christ-centered, academically excellent education**. We maintain a culture of respect for our employees, students, and facilities. All staff members are expected to demonstrate a high level of Christian character, professionalism, and conduct.

Position Overview

The Facilities Manager plays a critical role in supporting teachers, staff, and administration by maintaining a safe, clean, and sanitary school environment throughout the day. This position works closely with the administrative team and serves as a key point of coordination with the church's facilities personnel to ensure a safe and clean school environment.

Required Qualifications & Skills

- Strong organizational skills with excellent attention to detail
- Ability to prioritize tasks and work independently
- Effective communication skills
- Team-oriented mindset with a proactive approach
- Ability to maintain a clean and professional appearance at all times

Preferred (but not required):

- Basic knowledge of facility maintenance (training provided)

If you are dependable, motivated, and passionate about creating a positive and welcoming environment, we invite you to apply today and become part of the James Island Christian School community.