

Facilities Assistant

The Community FoodBank of New Jersey (CFBNJ) is a non-profit organization whose mission is to fight hunger and poverty in NJ by assisting those in need and seeking long-term solution. It distributes 50 million pounds of food a year to more than 1,000 non-profit programs, as well as more than 400 programs served by its Partner Distribution Organizations (PDOs). More than 4.7 million times a year, someone in need is fed by Community FoodBank of New Jersey's network of partner charities. A designated 501(c)(3) charitable organization, the Community FoodBank of New Jersey is a member of Feeding America, the nation's largest network of food banks, as well as a member of the New Jersey Federation of Food Banks.

The Community FoodBank of NJ is looking for a Facilities Assistant to join our Facilities Team. This role will report directly to the Facilities Manager and is located in the Hillside, NJ office.

In this role, the Facilities Assistant will be responsible for assisting with construction and maintenance of equipment, machinery, buildings and other facilities. Will conduct facility modifications according to specifications approved by Facilities Manager while adhering to all safety policies and procedures. Additionally, assistance with any warehouse, sanitation and maintenance duty may be assigned when additional support is needed.

Qualified candidates will have at least three years of experience in a maintenance field. Mechanical skills are required. . High School Diploma or equivalent is required, along with a positive, can-do attitude, excellent communication and interpersonal skills, a high degree of self-motivation and the ability to work well on a team and learn new concepts quickly. Qualified candidates should send a resume to hrdept@cfbnj.org.