

## Highlights

**Starting Date:** Immediate

**Hours per Week:** Full-time

**Compensation:** \$30-33 per hour

depending on experience and need to live on-site or not.

### Benefits:

- Health, dental, and vision insurance
- 401(k) with company match
- Paid time off and holidays
- Ongoing training and professional development
- Education and enrichment reimbursement
- Employee housing discount
- Quarterly bonus program

## Qualifications

- Ability to operate various hand tools including power tools and paint sprayer.
- Ability to apply common sense understanding to carry out detailed written or oral instructions.
- Effective communication skills
- Ability to work in a fast-paced environment
- Must be able to lift 50+ Lbs., climb ladders, walk/stand for long periods of time.
- Must be willing to work flexible hours/days/weekends. On call for maintenance emergencies.
- Knowledge in HVAC, plumbing, and electrical.
- Must have HVAC certification and CPO certification.
- Property maintenance/handyman experience

## Job Description

- Take responsibility for the daily repair and upkeep of the property.
- Scheduling contractors and vendors.
- Preparation of vacant units for occupancy- including painting.
- Maintain and keep an inventory of all supplies and equipment.
- Ensure necessary tools are on hand.
- Report unusual or extraordinary circumstances regarding the property or residents.
- Maintain the required property uniform ensuring a professional appearance.
- Be aware of and operate within OSHA (Occupational Safety & Health Act) standards and company safety policies at all time.s
- Must have HVAC certification and CPO certification.
- Be available to work on an on-call basis.
- Secure the maintenance shop(s) at the close of every workday .
- Remove snow and ice as necessar.
- Handle all lock-outs as a result of evictions and take responsibility for 24-hour response to service requests.

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