Safety sensitive position is a job or position where the employee holding this position has the responsibility for his/her own safety or other people’s safety. An employee has to be with clear mind and diligent while occupying such positions.

Reports To: Director of Facilities

In order to maintain and have an excellent work and living environment for our clients/staff the Maintenance Technician will perform routine and extensive preventative maintenance and repair procedures on residential and office buildings, mechanical equipment and utility systems.

Duties and Responsibilities:

1. Assist with renovation, remodeling, minor and major repair of buildings and equipment. Will assist in major repairs under the supervision of the Director of Facilities.
2. Perform routine maintenance such as repair & replace locks, door knobs, windows and blinds, changing filters, painting and landscaping.
3. Perform minor plumbing such as repair & replace leaks, faucets and toilets; snaking drains.
4. Perform minor electrical such as repair & replace lights, fixtures, switches and outlets. Install wiring as needed.
5. Obtain estimates for supplies and repair parts
6. Respond to emergency maintenance requests as required, sometimes after hours.
7. Occasionally perform Bio-hazard clean-up.
8. Be alert and inspect for fire/safety issues.
9. Perform other duties as assigned

Qualifications:

1. High school education/GED
2. Skilled in the use of hand and power tools
3. Must have own truck and tools, with a valid driver’s license and good driving record.
4. Interpersonal skills to interact with employees or clients in a pleasant manner at all times.
5. Ability to lift at least 50 lbs, climb stairs & ladders, work overhead, dig, stand and work in confined spaces.