

Non-supervisory maintenance staff position within the agency's Maintenance Department.

Job Responsibilities

- Perform minor repairs and maintenance for buildings and properties, including HVAC, plumbing, electrical, and carpentry tasks.
- Conduct Section 8 inspections and collaborate with the Section 8 coordinator for timely reporting and repairs.
- Operate small grounds equipment and perform unit turnover tasks, such as cleaning and painting.
- Maintain a safe working environment and be available for emergency work outside normal hours.

Qualifications

- Requires a clean PA Driver's License and at least one year of experience in building maintenance and operating small equipment.
- Basic knowledge of elevator controls, fire panels, and security systems is preferred.
- Must possess computer skills, effective communication abilities, and physical capability to perform tasks, including lifting at least 30 lbs.
- A self-starter with excellent attendance and the ability to work independently is essential.

Working Conditions and Benefits

- Full-time position with flexible hours, including potential weekend and holiday work.
- Pay ranges from \$16.25 to \$19.50 per hour, with benefits including health, dental, life insurance, paid time off, and a retirement plan.