

Job description

MAINTENANCE LABORER

Summary: This position performs a variety of semi-skilled and unskilled tasks in the maintenance and repair of the physical properties, grounds, and equipment, such as apartment painting, minor carpentry, and electrical and plumbing work. This person will work directly under the supervision of the Maintenance Foreman.

Duties:

- Roof, woodwork, and masonry repair
- Plumbing, heating and electrical maintenance and repair that does not require a license
- Operation of small motor vehicles and power-driven equipment, including lawn tractors
- General carpentry, cleaning and maintenance of buildings and preparation of vacant units for occupancy
- Furniture and appliance moving, trash removal,
- Groundskeeping including: lawn maintenance, including grass cutting, leaf removal and tree pruning, and pest control
- Snow removal, snow shoveling, salting, sanding, and snow plowing
- Heavy lifting
- Cleaning/ janitorial work, trash removal and related work utilizing solvents
- Preparation of daily reports
- Attendance at workshops, seminars, and other continuing education events
- Availability for and timely response to emergency calls during non-business hours; on-call coverage required on rotating schedule
- Any other related duties as required or assigned

Qualifications/Requirements:

- Valid driver's license, enabling holder to drive in the Commonwealth of Massachusetts
- Physical ability to lift at least seventy- five pounds
- Physical ability to climb stairs and to be on feet for prolonged periods of time; ability to work in challenging physical environments including heat, cold, extreme weather, dust/dirt, cramped quarters, and high places for extended time
- Working knowledge of and experience in painting, custodial cleaning, building systems and maintenance; including knowledge of safety hazards. Ability to implement and maintain covid procedures adopted by AHA
- Working knowledge and experience with hand and power tools
- Working knowledge of grounds keeping techniques including safe use of equipment and chemicals

- Ability to read, write and follow instructions; ability to navigate maintenance software, make reports, document conditions/records on inspections, work orders, preventative maintenance programs, repairs, installations, and stock utilization.
- Ability to work cooperatively with others as members of a team, maintain acceptable working relationships with coworkers, supervisors and residents within a service environment that includes public spaces, offices, and occupied apartments.

Experience:

High school graduate with at least one-year of full time, or equivalent part-time experience in building custodial and grounds keeping. Must possess a valid Massachusetts driver's license and a safe driving record. Must pass a mandatory background check and drug screening. Must be able to utilize and navigate maintenance software programs for daily tasks and record keeping.

The Amherst Housing Authority (AHA) is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind: AHA is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at AHA are based on business needs, job requirements and individual qualifications, without regard to race, color, religion or belief, family or parental status, or any other status protected by Massachusetts and/or Federal laws or regulations. AHA will not tolerate discrimination or harassment based on any of these characteristics. AHA encourages applicants of all ages to apply.

Excellent benefits and competitive salary.

Please send cover letter and resume to:

Bruce Budrick – bbudrick@amhersthousingauthority.org

Or Mail to:

Pamela Rogers, Executive Director
33 Kellogg Ave, Suite 81
Amherst MA 01002
Job Type: Full-time
Pay: \$55,578.00 - \$60,000.00 per year