

Title: Maintenance Laborer

Summary: This position performs a variety of semi-skilled and unskilled tasks in the maintenance and up-keep of the physical properties and grounds.

Duties/Responsibilities:

- Performing general maintenance tasks for the building or buildings, such as window washing, drywall repair, plastering, carpentry, flooring repair, painting and more.
- Maintain grounds, including garden and yard upkeep, trimming, edging, mowing lawn, fall cleanup, spring cleanup and collecting trash, etc.
- Install necessary appliances and equipment as needed.
- Operation of small motor vehicles and power-driven equipment.
- General cleaning in the maintenance buildings and preparing vacancies for occupancy.
- Moving of furniture and appliances.
- Any other related duties of class as required.

Requirements:

- Proven experience as a maintenance worker or other similar position.
- Basic working knowledge of HVAC, plumbing, and electrical systems.
- Excellent communication and interpersonal skills.
- General passion for creative problem-solving.
- Working knowledge of building maintenance.
- Operation of motor vehicle, power driven equipment and have a valid driver's license.
- Heavy duties involve furniture and appliance moving.
- Working knowledge of grounds keeping techniques.
- Able to work in adverse conditions.
- Willingness to enhance the effectiveness of the position through workshops, seminars or other education.

Qualifications:

- High school diploma or GED preferred.
- Experience in building maintenance.
- 2 years' experience in one or more of the building trades.
- Valid driver's license.
- Ability to walk, stand, and lift heavy objects for an extended period of time.
- Ability to act competently in emergencies.
- Ability to read, write and follow directions.

