



Maintenance Technician Announcement

OUR MISSION: Restoring hope, building futures, and strengthening our communities through programs with youth, young adults and families.

POSITION SUMMARY: Under direction, maintains and repairs buildings and facilities and performs a variety of tasks relative to the assigned area of responsibility.

This is a broad classification with individual positions assigned to specific functional areas; duties and assignments may overlap depending on the operational needs of the department and staffing levels.

ESSENTIAL RESPONSIBILITIES, DUTIES AND TASKS:

1. Perform electrical, plumbing, carpentry, locksmithing and painting work to maintain buildings.
2. Perform routine HVAC system preventative maintenance work; determine HVAC system problems and make recommendations for repair.
3. Move and relocate office furniture; adjust desks, chairs and files.
4. Inspect condition of roofs; clean roof gutters and drains.
5. Repair locking systems on doors, files, cabinets and lockers.
6. Travel from site to site; to inspect and repair facilities, buildings and grounds for routine maintenance.
7. Requisition and purchase building maintenance supplies, materials and equipment as directed; monitor inventory; load and unload supplies.

EDUCATION and EXPERIENCE:

- Equivalent to the completion of the 12th grade supplemented by specialized training in the building trades or a related field.
- Three years of increasingly responsible general facilities maintenance experience.

THE SUCCESSFUL CANDIDATE:

- Possesses methods and principles of general building maintenance.
- Principles of carpentry, plumbing, painting, and electrical work.
- Principles of heating, ventilation and cooling systems.
- Locksmithing and building locking and security systems.

COMPENSATION: \$22.50 per/hour On-call for maintenance emergencies up to 20 hours/week w/ benefits

TO APPLY: Please submit a cover letter detailing your interest in the position along with your resume to DelethaWr@nexus4kids.org. Resumes will be accepted and reviewed as they are received

Nexus Youth and Families is committed to equal employment opportunity in all employment practices for all individuals without regard to race, religion, color, national origin, sex, age, handicap, marital status, or veteran status.