

## **CHN Housing Partners**

### **Multi-Family Maintenance Technician**

**REPORTS TO:** Property Manager

**POSITION SUMMARY:**

This position is responsible for ensuring that all general maintenance issues are addressed and that the property is maintained to meet Cleveland Housing Network, Inc housing standards. The Maintenance Technician will work closely with the property manager and other support staff to reach the goal of providing decent, safe and affordable housing.

**RESPONSIBILITIES:**

- Maintain all landscaping, cut grass, trim hedges and maintain general overall appearance of lawn and exterior of building.
- General maintenance which includes; plumbing, electrical outlets and fixtures, painting and some carpentry.
- Responsible for preparing vacant units for occupancy within 5 days
- Responsible for maintaining general maintenance inventory
- Report any interior/ exterior maintenance issues or concerns to property manager in a timely manner

**QUALIFICATIONS:**

- 4-5 years of past experience in general maintenance service for a multifamily building
- High school diploma or equivalent
- Good interpersonal skills
- Ability to work with diverse populations
- Ability to work independently; have good work ethic
- Available to work evenings, weekends, holidays as needed

**If you meet the qualification and would like to apply for this position please complete our application via the following link; <https://chnhousingpartners.org/careers/> .**

M/F/V/D/EOE