

Maintenance Technician

This is a Full-Time position. Mandatory on call hours.

Hours: Monday-Friday 8am - 5pm.

KEY DUTIES

- Evaluate and resolve work orders according to company quality standards
- Troubleshoot, diagnose, and solve various mechanical and electrical equipment issues
- Establish professional rapport with residents and team
- Turn over units within an established time frame
- Physically inspect community on a daily basis
- Complete all other duties assigned by Supervisor

REQUIRED SKILLS

- High degree of professionalism
- Maintain community integrity by checking zones on a daily basis and assisting where needed
- Ability to consistently lift up to 50lbs
- Time management, prioritization skills, and good communication skills
- Ability to multi-task and communicate in high stress situations
- Ability to perform a wide range of duties in all weather conditions

REQUIRED QUALIFICATIONS

- Valid driver's license and reliable private transportation
- EPA certification type one and two not required at time of application, but will be required in the future.
- Have/purchase your own tools
- Working knowledge of Equal Housing Opportunities and OSHA regulations, and willingness to continuously train when necessary
- Ability to travel to and assist other properties as need arises

PREFERRED QUALIFICATIONS

- Well-rounded knowledge of plumbing, electrical carpentry, and appliance repair
- Experience using Yardi Voyager maintenance app
- High School diploma or equivalent

BENEFITS

- Insurance
 - Health Insurance

- Dental Insurance
- Vision Insurance
- Life Insurance
- Short and Long Term Disability
- Accident Insurance

(Some voluntary benefits are employee paid.)

- 401k
 - Generous 401k matching
- Paid Time Off
 - Paid personal time and holidays
 - Vacation days
- Bonus Program
 - Generous resident renewal bonus pay (leasing and maintenance staff)
- Apartment Discount
 - Eligibility for apartment housing discount after 90 days starting at 25%. max 50%
(Gardens of Canal Court and Locket field Gardens have different discount program.)

*Some voluntary benefits are employee paid

Send us your resume at hr@sextonproperties.com