

Maintenance Supervisor

MUST BE HVAC CERTIFIED

National large well respected firm is seeking an Experience Maintenance Tech. individual to join the team. American Apartment Management Company – An award winning company. We value the hard work of our employees and offer a competitive compensation package.

Job Description:

We are dedicated to offering affordable housing through innovative, high quality, residential management solutions. In this building maintenance role you will be responsible for all areas of maintenance as well as maintaining positive resident relations. We are looking for a highly skilled technician who is organized, detail oriented and a team player.

Maintenance Supervisor will perform a routine preventive maintenance preservation to ensure that building systems operate efficiently and the physical condition of the building is maintain. Handles the apartment maintenance and turnover of vacant units. Also handles any unexpected repair issues that may occur. Conducts building and apartment inspections.

Additional responsibilities:

- Using tools ranging from common hand and power tools, such as hammers, hoists, saws, drills, and wrenches, to precision measuring instruments and electrical and electronic testing devices
- Inspecting, operating as well as testing machinery and equipment to diagnose malfunctions
- Diagnosing mechanical problems and determine how to correct them, checking blueprints, repair manuals
- OR parts catalogs, as necessary
- Assembling, installing and repairing wiring, electrical or electronic components, pipe systems, plumbing, machinery and equipment
- Repairing and replacing defective equipment parts, using hand tools and power tools, and reassembling equipment
- Recording type and cost of repair work

Additional requirement:

- High School diploma or equivalent
- Full time maintenance experience in related field
- HVAC Certified
- Excellent oral and written communication skills
- Works in other areas such as janitorial, custodial, gardening, and painting etc
- Professional appearance and conduct at all times

- Personable and trustworthy
- Ability to adhere to work safety program
- Ability to perform all duties including but not limited to lifting, driving, climbing, standing, bending, loading, unloading and working outdoors in inclement weather
- Ability to follow instructions, 4 years lead maintenance supervision in multi-family setting, preferred

We value the hard work and dedication of our technicians and offer a competitive salary and benefits package for this full time position.