

Maintenance Technician

Job Summary

A full-time, roving maintenance position responsible for maintaining properties to the standards set by building ownership and building management. Responsible for repairs on buildings and various building systems along with other duties as assigned.

Job Responsibilities & Requirements

Troubleshooting and repairs to building systems on the following: plumbing systems, HVAC, lighting/light electrical, roofs, fire/life safety, general maintenance.

- Plumbing – must have general knowledge of plumbing fixtures and be able to work on toilets, faucets, disposals and drains.
- HVAC – must have general knowledge of HVAC equipment including but not limited to chillers, cooling towers, condensers, boilers, heat pumps, VAVs, VFDs, exhaust fans.
- Lighting/Light Electrical – must have general knowledge of how to change commercial lights and ballasts as well possess a working knowledge of electrical systems.
- Roofs – must have general knowledge on various types of roofing systems.
- Grounds Maintenance– must understand property boundaries and keep exteriors clear of debris/litter and snow/ice.
- Fire Life Safety – Maintain and operate life safety and fire systems
- General Maintenance – repair and replace building finishes such as ceiling tiles, door hardware, touch up paint.
- Regularly perform property inspections.
- Maintain a calendar for all preventative maintenance.
- High School Diploma or GED equivalent.
- Minimum 3 years related experience in a commercial property setting.
- Technical, vocational or on-the-job training in at least one of the following areas: HVAC, electrical, mechanical, process controls, plumbing, OR any similar combination of education and experience.
- Excellent customer services skills along with excellent oral and written communication skills.
- Must be responsible and able to work alone and be able to handle multiple projects simultaneously.
- Must possess and maintain a valid driver’s license and good driving record.
- Must have personal transportation.
- Background checks may be required by client(s).

Physical Requirements

- Ability to stand, climb, and lift a minimum of 50 lbs.
- Ability to crouch and reach, along with bend forward at the waist or legs and spine.

Compensation

- Annual salary based on experience. Overtime may be required and paid accordingly.

Contact

Email resumes to brandi@nai-heartland.com