



June 14, 2022

## MAINTENANCE MANAGER JOB OPENING

Join us in working for strong, vibrant, and healthy communities! We believe in creating a workplace where everyone is included. Our core values of Respect, Justice and Mercy are part of who we are. Equity, diversity, and inclusion are key to our culture. Candidates who believe they will thrive in a mission and values centered company are encouraged to apply.

We are seeking a **Maintenance Manager** to lead our on-site team in delivering excellent service to the residents of 691 China Basin, a 152-unit Family Housing community in the Mission Bay area. This is a hands-on maintenance manager role that will also coordinate preventative and emergency maintenance, preparation of apartments for new residents, and work orders for the property.

**What does a typical day include:** organizing maintenance team operations and hands-on work patching and painting walls, trim, ceiling, clean and repairing appliances, preparing units for new residents and completing plumbing and electrical tasks. This position is not eligible for a hybrid work schedule. COVID-19 Vaccination required.

### **How we support of #MercyStrong team**

- Developed and implemented safety processes for all worksites and provided protective equipment for all staff, to ensure that onsite staff is safe and is secure performing essential work.
- Limited number of staff onsite at properties to enable everyone to safely distance while completing critical tasks.
- Expanded our early Friday hours to allow staff to be with family and friends during this challenging time.
- Provided onsite employees with quarterly bonus pay to help them and their families during this time.

\*\*This is a brief description summarizing the abilities needed for the position.\*\*

## **Requirements**

### **MINIMUM QUALIFICATIONS OF POSITION**

#### **Education:**

- High School diploma or equivalent.

#### **Experience:**

- Minimum of two (2) years in skilled maintenance work.
- Technical expertise in one or more building trades.

### **PREFERRED QUALIFICATIONS OF POSITION**

Technical certifications in related field.

#### **Knowledge and Skills:**

- Comprehend and communicate in the English language, both orally and in writing.
- Perform basic math and understand measurement systems used in the trade.
- Read and interpret electrical, plumbing, and mechanical diagrams and blueprints.
- Ability to make working sketches.
- Ability to use maintenance, trade, and testing equipment and tools.
- Interpret and understand maintenance information generated from property management software reports.
- Basic computer skills.
- Define and solve problems.

#### **Salary:**

\$28.50 - \$30.00 per hour, DOE.

#### **Resumes:**

Please email your resume to [Cflores@mercyhousing.org](mailto:Cflores@mercyhousing.org)

**Position Open Until Filled  
EQUAL OPPORTUNITY EMPLOYER**