

The Glen at St Joseph is a life changing campus for single mothers with young children. The Glen aims to improve the women's access to education, economic supports and social capital and the children's access to high quality early education. Our website is www.glenatstjoseph.org

We are currently looking for a Maintenance Technician.

Job Responsibilities:

- Provide repair and maintenance support to the Glen at St Joseph.
- Performs work associated preventative maintenance activities.
- Works with the Facilities Manager to identify, troubleshoot, schedule, plan, complete and evaluate maintenance and facility repairs.
- Responsible for the correct and effective use, maintenance, storage, security and repair of all facility equipment used in Glen operations.
- May be required to monitor the work of a variety of contractors including: service providers, property managers, and grounds and facilities companies.
- This is a position of great trust with access to every part of the building and campus facilities. The Technician is expected to be responsive and polite to all staff and residents' inquiries and problems dealing with physical building grounds.

Experience:

- A minimum of 1 year of experience in an autonomous and responsible position of building maintenance and repair in a residential setting preferred.
- Proven and successful experience in general maintenance or technical training, or continuing education in HVAC, carpentry, plumbing, electricity, mechanical operations and/or equipment repair is required.
- Must have a valid driver's license.

Physical Demands:

- Requires physical stamina for daily maintenance and grounds work
- Attends to all buildings and works outside for limited times in all environments.
- May need to lift up to 70 pounds.

Work schedule:

- Monday through Friday 8:00 am – 5:00 p,
- May be required to respond to after hours or emergency calls for facility maintenance problems.

Pay and Benefits:

- \$22.00/hour to \$28.00/hour based on experience
- Health insurance, life, Short Term Disability, Long Term Disability, 401.k, PTO, Tuition Reimbursement

Please respond by sending resume to: kpeare@glenatstjoseph.org