



### **Maintenance Mechanic**

The Lancaster City Housing Authority, is searching for an experienced Maintenance Mechanic to join its team as a full-time employee. Performs manual semi-skilled work in the care of public housing buildings and surrounding grounds. Is responsible for preserving the existing state of efficiency and repair of the premises of an apartment, office or building.

#### **Responsibilities:**

- Cuts grass with hand mowers, weed eaters, gasoline powered mowers and tractors. Trims shrubbery, removes trash and performs other grounds keeping work as assigned. Removes snow and ice.
- Cleans storm drains, repairs downspouts, makes minor repairs and adjustments to storm doors. Removes and repairs screen windows and broken windows.
- Makes minor repairs and adjustments to equipment, oils and cleans machinery as necessary.
- Makes drywall and plastering repairs. Prepares surfaces to be painted. Paints rooms, walls or other surfaces as assigned using brushes, rollers and spray gun. Cleans equipment.
- Repairs leaky faucets and plumbing stoppages; removes and re-caulks tile and bathtub surround.
- Replaces furnace filters, washers, gaskets, light bulbs, shades, fuses, wall plates, fixture cords, receptacles, switches and makes general service repairs.
- Cleans surface areas, floors, stoves, refrigerators and other items to prepare units for re-occupancy.
- Drives a truck. Serves on-call rotation for after-hours emergency repairs.
- Performs other duties as assigned.

#### **Position Qualifications, Education and Experience:**

- Possess high school or vocational school diploma, a G.E.D. certificate, or any equivalent combination of education, experience and/or training as necessary to meet position requirements.
- Must have at least one year of experience in general maintenance work.
- Ability to read, write, speak and understand English sufficiently to perform the duties of this position.
- Ability to understand, remember, and carry out oral and written documents and to learn from directions and demonstrations.
- Ability to keep simple records and make simple reports.
- Ability to utilize computers and/or smart devices for time management and work orders.
- Sufficient physical strength and freedom of motion to be able to operate power machinery (mowers and waxers), to perform repetitive tasks, to lift heavy objects and work under adverse weather conditions.

- Must possess some mechanical skills and ability as evidenced by proficiency with common hand tools and power tools.
- Ability to follow safety precautions and to report potentially hazardous conditions to the immediate supervisor.

Lancaster City Housing Authority offers a pleasant work environment with low employee turnover. We offer competitive pay and benefits. Interested and qualified candidates should email their resume to Kathia Figueroa, HR Assistant. Resumes should be submitted in Word or PDF format.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, protected veteran status, disability status, age, sexual orientation, gender identity and expression, marital status, citizenship, HIV/AIDS status or any other legally protected factor.