

HALLKEEN MANAGEMENT

Job Title: Maintenance Technician

Location: Brookside Park Apartments, Berlin, NH 03570

Hours: Full-time Position

Job Description:

HallKeen Management is seeking a qualified, motivated and experienced Maintenance Technician for a 120-unit property in Berlin. The responsibilities of the Maintenance Technician are quite diverse including but not limited to completing service requests from residents and office staff; making apartments ready for occupancy; daily grounds pick-up and spot cleaning of various areas; appliance, electrical, heating, plumbing and safety equipment repair and replacement; snow removal and grounds maintenance; preventive maintenance; assisting with inspection of apartments, buildings and grounds; painting; repair and replacement of window screens and glass and must accompany contractors on site as necessary.

The qualified candidate must participate in on-call rotation for emergency maintenance and snow removal after hours, on weekends and holidays (currently including but not limited to every other week and every snow day), have reliable transportation, a valid driver's license and have the ability to assist in carrying appliances to second floors, shovel snow and climb ladders as needed.

The position is 40 hours per week reporting directly to the property Maintenance Director and offers the right candidate the opportunity to enhance his/her current skills, acquire new knowledge and grow with our company. This is not just a job but a career in residential property maintenance offering new and interesting challenges on a daily basis.

If you are interested in applying or know someone to refer for the position please fax or e-mail resume to 603-752-4552 or Jcooney@hallkeen.com