

## **HallKeen Management**

**Job Title:** Maintenance Technician

**Location:** Durham, NC 27701

**Hours:** Full-time Position

### **Job Description:**

HallKeen Management is seeking a motivated and experienced Maintenance Technician for a 151-unit property in Durham, North Carolina. 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; appliance, electrical, heating, plumbing and safety equipment repair and replacement; 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 and provide assistance at other company properties when needed.

The qualified candidate must be CFC certified and participate in on-call rotation for emergency maintenance and trash removal, on weekends and holidays (currently including but not limited to every other week) and have a valid driver's license.

The position is 40 hours per week reporting directly to the property Maintenance Supervisor 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 e-mail resume to [tbullock@hallkeen.com](mailto:tbullock@hallkeen.com)**