



**Job Title: Maintenance Technician**

**Location: Copley Gardens Rockland, MA 02370**

**Hours: Full Time (40 hours)**

**Job Description:**

Massachusetts based Real Estate Management Company is seeking a qualified, motivated and experienced full-time Maintenance Technician; 40 hours per week. Position is located at family apartment community in Rockland, MA with a total of 83 apartment homes. Position involves minor travel between neighboring properties; Rockland and Weymouth, with primary responsibilities in Rockland.

**Primary Responsibilities include, but are not limited to the following:**

- Daily service requests
- Apartment turnovers
- Maintaining or replacing appliances, fixtures and switches
- Daily property trash pickup
- Plumbing repairs
- Working with contractors as necessary
- Providing corrective and preventive maintenance
- Inspecting apartments, buildings and/or grounds as necessary
- Replacing/maintaining smoke detectors, circuit breakers and outlets
- Painting
- Snow removal, shoveling and salting
- Replacing window screens and glass
- Providing cosmetic repairs within apartments and common areas
- Performing property landscaping
- Other duties as needed
- Ability to work independently

**Requirements:**

- This position includes rotation of on-call emergencies after hours when necessary and snow removal responsibilities during the winter season.
- Individual must have excellent interpersonal and verbal skills in order to interact daily with residents.
- Valid driver's license

The position offers the right candidate the opportunity to enhance their current skills and acquire new knowledge. This is not just a job but a career in residential property maintenance that offers new and interesting challenges on a daily basis.

**Benefits:**

Full time position offers a competitive benefit program to include Medical, Dental, Vision, Health FSA, Dependent Care FSA, Short-Term Disability, Long Term Disability, Life Insurance, Home and Auto Discount program, Vendor Discount Program, 401(k) with matching contribution, Accrued Vacation, Sick, and Personal time and Paid Holiday Benefit.

**Send resume and salary requirements to: [MThomopoulos@HallKeen.com](mailto:MThomopoulos@HallKeen.com)**