



Job Title: Maintenance Technician

Location: Coyle School Residences Taunton, MA 02780

Hours: Full Time 40 Hours per Week

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 Taunton, MA with a total of 50 apartment homes. Apartment community is currently under construction; position will require detailed punch-list inspections and follow-up for building opening (anticipated June 2024), start-up of all service contracts and preventive maintenance programs.

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
- ⤴ Daily property janitorial needs
- ⤴ 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.

If you are interested in applying or know someone to refer for the position please fax or e-mail resume to Sabrina Constant at 774-762-4759 or sconstant@hallkeen.com