



Job Title: Maintenance Supervisor

Location: Eleanor Roosevelt and Liberty Street Apartments Stamford, CT 06907

Hours: Full-time

Job Description:

Massachusetts based Real Estate Management Company is seeking a qualified, motivated and experienced Full-Time Maintenance Supervisor for two buildings in Stamford for a total of 53 units for elderly/disabled communities in Stamford, CT.

The responsibilities of the Maintenance Supervisor are wide-ranging and quite diverse. Some duties include but are not limited to handling daily work from existing residents and office staff; turning over apartments for occupancy; maintaining or replacing appliances, fixtures and switches; working with contractors as necessary; providing corrective maintenance; providing preventive maintenance; inspecting apartments, buildings and/or grounds as necessary; replacing/maintaining smoke detectors, circuit breakers and outlets; providing touch-up paint; changing window screens and glass; providing cosmetic repairs within apartments and common areas, mowing, snow removal and trash removal.

This position is 40 hours a week with rotation of On-call emergencies after hours and weekends if necessary. 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 Norwalk Elderly Housing at 203-831-6634 or smarrero@hallkeen.com