

## **HALLKEEN MANAGEMENT**

**Job Title:**                    **Maintenance Technician**

**Location:**                    **Golden Park Apartments**  
**Liberty, NY 12754**

**Hours:**                        **Full-time (40 hours) Temporary Position**

### **Job Description:**

HallKeen Management seeks a qualified, motivated and experienced Maintenance Tech for a 126 unit property in Liberty, New York. We are looking for a bright, energetic individual who enjoys becoming involved in a team-based supportive atmosphere. This is a temporary position.

The responsibilities of the Maintenance Technician 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;. This position is forty hours a week with rotation of On-call emergencies after hours and weekends if necessary. Snow removal is mandatory after hours when needed.

The position offers the right candidate the opportunity to enhance his 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.

If you are interested in applying or know someone to refer for the position please fax or e-mail resume to 845-292-4846 or TToledo@hallkeen.com