

HallKeen Management

Job Title: Maintenance Technician/Grounds Keeper

Location: Pineville, NC 28134

Hours: Part-time Position 20 hours

Job Description:

HallKeen Management is seeking a motivated and experienced Maintenance Technician/Grounds keeper for a 200-unit property in Pineville, North Carolina. The responsibilities are quite diverse including but not limited to completing minor service requests from residents and office staff; making apartments ready for occupancy; appliance installs in repair, electrical, heating, plumbing and safety equipment repair and replacement; preventive maintenance; assisting with inspection of apartments, buildings and grounds; painting; cleaning; 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 participate in 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 20 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 fax or e-mail resume to Danielle Boone at (704) 544-3218 or dboone@hallkeen.com