

The Tyngsborough Housing Authority is looking for a full-time (40 hours/week) Maintenance Mechanic 1.

Description: Maintenance work involves the performance of skilled, diversified duties in connection with repairs to and maintenance of buildings, apartments and grounds. SUPERVISION the incumbent is provided direction and guidance, but generally works independently and exercises a great deal of independence of judgement in resolving problems in the act of repairing household and building facades. PRINCIPAL DUTIES 1. Independently performs a wide range of building and grounds duties and repairs, calling for physical exertion at times. 2. Repairs plumbing fixtures and pipes, such as toilets, sinks, drains, valves and controls. 3. Digs ditches and holes to uncover leaks, repairs as needed. 4. Checks operation of emergency backup generators. 5. Checks operation and troubleshoots issues with sewer ejection pump station. 6. Repairs all parts of electrical appliances such as ranges and refrigerators. 7. Repairs or replaces electrical switches, outlets, lighting fixtures, et al. 8. Repairs windows, doors, door frames, locks, mailboxes, and performs some carpentry work. 9. Minor mechanical equipment repairs such as; snow blowers, power mowers, etc. 10. Checks condition of boiler rooms and makes repairs to pumps and valves; generally maintains condition of boiler room in satisfactory condition. 11. Inspects apartments for maintenance work. 12. Must have knowledge of and skill in using a wide range of hand tools and equipment, such as; drills, hammers, pliers, electrical testers, power saws, etc. 13. Must be able to perform painting in apartments i.e.: walls, doors, ceilings, and also floor cleaning/shampooing. 14. Perform grounds keeping tasks. 15. Performs snow removal from grounds by plowing, snow blowing and shoveling. Sands and salts walkways (incumbent is required to work all snow storms including weekend and holiday storms. 16. Incumbent is required to be available for timely response for snow removal as necessary and to provide on-call nights and weekend coverage for maintenance emergencies.

Qualifications: Education must include high school diploma or its equivalent, and training/education beyond high school. Work experience in the care and maintenance of public housing buildings and or grounds, is preferable. Knowledge of and skills repairing described maintenance duties. Must be able to follow oral and written instructions, work in a professional manner with employees and residents of all ages, differing cultures, income levels and educational levels. The ability to lift up to 75 lbs. Must pass a wellness physical, including drug/alcohol, CORI (Criminal Offender Record) screening. Must have a valid driver's license with good driving record.

Salary Range: Salary is determined by DLI wage rates plus benefits.

Please submit resume and cover letter by Friday, October 26, 2018 to Melinda Theide, Executive Director, Tyngsborough Housing Authority, 198 Middlesex Road, Tyngsborough, MA 01879 or by email Melinda@tyngsboro.org