**Maintenance Worker**

Over the last 68 years, SVdP has grown from a volunteer-led non-profit to the largest human services agency in Lane County with more than 600 employees. Our mission is to assist the poor and those in need of consolation, seeking out and utilizing every resource. Being mindful of the sanctity and dignity of all, any charitable work that advances those goals is within the mission of SVdP Lane County.

Performs routine preventative maintenance and repairs on apartments and commercial buildings.

**Responsibilities and Duties:**

* Must be able to handle multiple project matters
* Be a self-starter and able to work independently in a fast-paced environment
* Coordinate maintenance and projects with staff, vendors, and tenants
* Perform minor fixes such as repairing broken locks, filling gaps on walls, etc.
* Install appliances and equipment
* Check functionality of equipment systems
* Schedule with vendors and other construction companies
* Grounds work, landscaping, general yard care and snow removal as needed
* Be available for on-call emergency situations
* Perform minor and major repairs on buildings and equipment (Major repairs are performed under the supervision of licensed maintenance workers)
* Perform preventive maintenance procedures on building mechanical equipment; inspect belts, check fluid levels, replace filters, grease bearings, seals, etc.; repair or replace broken parts
* Replace broken windows; repair doors, door locks and closets; install window blinds
* Assist with renovations, repair plaster and drywall; paint
* This list is not all-inclusive, and other duties may be assigned

**Knowledge, Skills, and Abilities:**

* Experience in home repair, construction, maintenance and development of projects required
* Good skill in the use of hand and power tools
* Good organizational and communication skills
* Good oral, written, and interpersonal skills
* Ability to perform under pressure
* Able to work with people at all levels
* Ability to prioritize work assignments and adapt to changing priorities
* Professional attitude, appearance, and demeanor
* Think outside the box about home repairs and re-using/recycling materials

**Requirements:**

* Valid driver's license and clean driving record

**Mathematical Skills:**

* Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
* Ability to compute rate, ratio, and percent and to interpret miscellaneous drawings and schematics

**Job Type:** Hourly. Full time.

**Benefits:**

* 401(k)
* Health and Dental insurance
* Employee Assistance Program
* Employee discount
* Flex time
* Vacation and holiday pay