LOOKING FOR A MAINTENANCE PROFESSIONAL for a 295 unit apartment community located in Wilmington, DE.

Responsibilities:
· Effectively handle resident service requests and work orders, correcting the situation within 24 hours when possible
· Assess and repair issues including electrical, plumbing, A/C, minor HVAC, appliances, and interiors
· Ensure all make-ready repairs and services are completed correctly and on schedule
· Maintain accurate records regarding preventative maintenance, service requests, apartment make-ready status, work-in-progress, etc.
· Respond to on-call emergencies

Qualifications:
· At least 2 years' experience in building maintenance
· Must be able to perform plumbing, electrical and HVAC repairs, as well as carpentry and locksmithing, painting, dry-wall repair, and snow removal
· Must be available to handle on-call emergency services on an as-needed basis
· Must have personal, reliable transportation to get to work in order to respond to on-call emergencies

Our comprehensive benefits package includes:
· Salary range $12 - $14 per hour
· Medical Benefits
· Vacation Time & Holidays
· Paid Time Off

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