

The Brunswick Housing Authority is seeking capable Maintenance Technicians to join our team. As a Maintenance Technician, you will perform semi-skilled and skilled maintenance of buildings, facilities, and light equipment. Duties include performing general carpentry, electrical, plumbing, and other repairs in response to service requests and results of inspections of units in accordance with Uniform Physical Conditions Standards (UPCS) or other HUD required standards; and performing maintenance on mechanical equipment or machinery.

Duties

- Completes daily work orders initiated by tenants, inspectors, or other agency staff; responds to emergency work orders in a timely manner.
- Performs preventive maintenance on HVAC equipment and responds to malfunctions; troubleshoots and resolves problems; checks units for proper pressure and to identify leaks.
- Performs repairs of electrical systems; checks breakers and wiring; replaces light fixtures, outlets, and switches.
- Makes plumbing repairs; unclogs drains and repairs leaks.
- Makes dry wall and carpentry repairs.
- Paints walls and ceilings.
- Prepares materials, tools, and supplies needed for maintenance projects.
- Removes tenant property from vacated units.
- Performs maintenance and repair of vacant units to prepare for new tenants.
- Collects trash and litter from properties.
- Performs related duties.

Knowledge, Skills & Abilities

- Knowledge of plumbing, carpentry, electrical, mechanical, HVAC and other building maintenance and repair principles and practices.
- Knowledge of the tools and materials used in the maintenance of public housing properties.
- Knowledge of HUD and other guidelines governing the maintenance of public housing.
- Knowledge of the agency's work order system.
- Skill in property maintenance and repair.
- Skill in troubleshooting and resolving problems in a variety of building systems.
- Skill in reading and understanding blueprints and drawings.
- Skill in the use of hand and power tools.
- Skill in prioritizing and planning.
- Skill in interpersonal relations.
- Skill in oral and written communication.

Education and Experience

High School graduate (or GED) or possess a vocational technician certification beyond high school supplemented by one (1) year experience or training in building construction or maintenance, or in the repair or maintenance of mechanical equipment or a combination of technical training or experience.

May be required to obtain the following certifications within one (1) year of employment:

- Fair Housing
- Certified Apartment Maintenance Technician (CAMT)
- Uniform Physical Condition Standard

This is a full-time position with an entry rate of \$18.25 per hour (\$37,691 annualized). Successful candidates are eligible for all benefits afforded to full-time employees including health, vision and dental insurance, disability insurance, deferred compensation and pension, and a generous leave package. Please submit your application (<https://www.brunswickpha.org/job-application>) and résumé to Orah Reed, Director of Human Resources at oreed@brunswickpha.org by 5:00 pm EDT on Thursday, May 1, 2025. Join our team today and make a significant impact on our organization's success as a Maintenance Technician!