



the emmer
group

Maintenance

The qualified candidate is accountable for property repair and maintenance.

Responsibilities include:

- Preventative maintenance and light duty maintenance tasks (caulk, change locks, replace screens, replace door stops, change air conditioning filters, replace light bulbs, etc.)
- May include specific skills such as: pool maintenance, plumbing, electrical, carpentry, mechanical, heating and air conditioning, painting, structural/repairs to masonry and common areas or furnishings of buildings
- Ground maintenance which may include lawn maintenance, upkeep of common areas, amenities and general janitorial cleaning , upkeep of buildings including shops, common areas, offices and clubhouses
- Deliver resident correspondence and assist other on-site departments as needed
- Utilize and keep abreast of all Interoffice Memos, Operations Manual, Safety Program, etc. updates and changes
- Available for after hour emergency maintenance as outlined in the Operations Manual
- Maintaining a high level of resident customer satisfaction

The qualified candidate must meet the following qualifications:

- One year certificate from college or technical school; or a minimum of three to six months related experience and/or training, or equivalent combination of education and experience
- EPA and CPO Certification if applicable (preferred or demonstrates the ability to obtain at his/her expense within three months of hire)
- Must be able to lift and move up to 50 pounds
- Ability to read, interpret and execute related work documents including: safety rules, operating and maintenance instructions and procedure manuals
- Basic math skills

How to apply:

Interested candidates should send their resume to d.mcginnes@emmergroup.com.

For consideration, resumes need to be accompanied with an Emmer Group application. To obtain our application please visit our website at www.emmergroup.com/about-us/careers.

Visit us online for current opportunities and to learn more:

www.emmergroup.com/about-us-careers



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Building the places you call
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