

# JOB ANNOUNCEMENT

(February 2017)

<b>Position</b>	Maintenance Technician
<b>Status</b>	Regular, full-time
<b>Hours</b>	40 hrs/wk, M-F, 7:30 am–4:00 pm, possible overtime/nights in emergencies
<b>Compensation</b>	Wage depending on skills and experience. Benefits include, 100% paid employee medical premium, retirement benefits w/employer match, Aflac with employer contribution, vacation/sick leave, and other benefits

## Search Objectives

The Mutual Housing Association of Hawai`i is seeking a maintenance technician who possesses a desire to make a positive contribution to the community. We are interested in candidates who are team players, possess good judgment, show discretion, and have the have ability to work well with a diversity of people.

## General Position Description

The maintenance technician will support the team in a variety of tasks on the 32-acre property in Honolulu. The technician will assist with tasks in plumbing, electrical work, carpentry, and painting. The team keeps the units, buildings, and equipment maintained and repaired; handles unit inspections; ensures that the department has the required materials and supplies in inventory or on hand for a particular project; works cooperatively with any contractors and vendors servicing the property; and assists with keeping the maintenance shop in good order. There will also be heavy lifting, digging, cleaning, and other manual labor tasks required of the technician.

## Position Qualifications

- ◆ Minimum of three years of work experience in general maintenance in the areas of plumbing, electrical work, carpentry, and painting.
- ◆ Computer knowledge in Internet searching, entering information into a database, and email.
- ◆ Hardworking and able to lift 75 lbs.
- ◆ Excellent people skills, team player
- ◆ Ability to speak, read, and write English and communicate ideas to meet the requirements of the job
- ◆ History of good attendance
- ◆ Possess driver license, auto insurance, and clean driver's abstract

## Application Procedures

Please fax letter of interest and work history to (808) 735-5211 or email to [techapplicants@mutual-housing.org](mailto:techapplicants@mutual-housing.org). Please - no phone calls or walk ins.

MAHALO!