



Job Announcement

The Ambassador and Triangle Court Apartments

Job #16-5607SF

Position Title: Maintenance Technician (**2 Positions Open**) **Posting Date:** December 21, 2016
Property Name and City: The Ambassador & Triangle Court Apartments - Emeryville/Oakland
Position Type: Full-Time
Compensation: \$17-\$20 DOE

COMPANY SUMMARY:

The John Stewart Company is a full-service housing management, development and consulting organization that began in 1978 with a commitment to providing high quality service in the affordable housing sector. We work to enrich the lives of our residents and employees, while delivering our services cost-effectively, efficiently and with the highest levels of professionalism, compassion, integrity and respect.

SUMMARY OF THE POSITION:

This position performs a wide variety of maintenance duties including preventative, emergency, cosmetic and routine maintenance and regular inspections. Nature of work requires emphasis on safe work practices, sustained physical effort, trouble shooting, problem solving, attention to detail, customer service and time management.

DUTIES & RESPONSIBILITIES:

- Complete routine monthly safety hazard and maintenance deficiency inspections in accordance with JSCO and Uniform Physical Condition Standards (UPCS).
- Maintains grounds and gathers and empties trash, recycling, and compost including moving bins for pick up.
- Perform electrical, plumbing, mechanical, carpentry, masonry, plastering, painting tasks, sweep, mop, wax, scrub and other janitorial duties as assigned.
- Know the contents of SDS binder. Reads and understands labels of all chemicals before use.
- Actively participates in required monthly staff & safety meetings.
- Operates and makes all installations and repairs in accordance with local, state, and national codes.
- Participates in off-shift and weekend emergency maintenance coverage as scheduled
- Performs routine work orders as necessary and timely apartment unit turn-overs.

QUALIFICATIONS:

- High school diploma or GED certificate.
- Must possess valid California driver's license & must possess reliable, insured and registered vehicle
- Basic mathematical skills with fluency in reading, writing, and communication in English.
- A minimum 3 years of multifamily apartment maintenance & janitorial experience.
- Knowledge of precautions and safety procedures for working with ACM/LBP in pre-1981 housing.
- Knowledge of tools and equipment used in building/property maintenance
- Ability to perform maintenance and repair building trades such as carpentry, plumbing, electrical, HVAC system, appliance repair, painting, drywall, plaster, fire protection system etc.
- Ability to recognize safety hazards and take precautionary measures to protect self and others.

Email Resumes To: jsojobs@jSCO.net

IMPORTANT NOTE! In order to be considered for this position you *MUST* include the Job Reference #16-5607SF in the subject line of the email.

No Phone Calls Please



An Equal Opportunity Employer

The John Stewart Company ("JSCO") provides equal employment opportunities to all employees and applicants for employment without regard race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, veteran status, or any other consideration made unlawful by federal, state, or local laws. San Francisco ONLY: JSCO will consider qualified applicants with a criminal history pursuant to San Francisco's Fair Chance Ordinance. Oakland ONLY: Section 3 candidates will be given priority at Section 3 properties.