MAINTENANCE WORKER (HOUSING)
NON-COMPETITIVE

Job Description:
This is semi-skilled and skilled work involving responsibility for independently performing a variety of mechanical and other building and grounds maintenance tasks or for serving as a helper to a Senior Maintenance Worker. In either case, although a working knowledge of one or more trades is necessary, a Maintenance Worker (Housing) does not utilize the more skilled journeyman techniques for any considerable portion of his time. In addition, the work may involve the part-time operation of a truck, automobile or other automotive equipment. General instructions are received and work is performed under immediate or general supervision, depending upon the nature of the task. Individual may be “on-call” outside regular working hours. This position has no residency requirement.

Examples of Work (Illustrative only):
The successful candidate will be expected to:
- Perform semi-skilled work in painting, plumbing, electrical, masonry and carpentry operations;
- Help install and repair wiring systems and electric fixtures and equipment;
- Repair windows, doors, floors, walls and other parts of buildings;
- Do interior and exterior painting where quantity rather than fine quality of work performed is the principal object;
- Help to install and repair general plumbing equipment, such as sinks, toilets and baths;
- Assist in cleaning and repairing boilers, pumps, heaters, pipe lines, valves and traps;
- Mix plaster and concrete and assist in laying brick, plastering walls, finishing concrete work, etc.;
- Operate trucks, automobiles, air compressors and other motorized equipment;
- Collect trash, sweep halls and floors, wash windows and walls, wax and buff floors;
- Maintain and account for tools, equipment and supplies;
- Take part in general grounds maintenance activities;
- Serve as general handyman performing a variety of skilled and semi-skilled duties;
- Perform other related duties as directed.

Full Performance, Knowledge, Skills, Abilities and Personal Characteristics:
- Good knowledge of buildings and grounds maintenance and repair practices;
- Good knowledge of building cleaning practices, supplies and equipment;
- Working knowledge of the practices and techniques of one or more of the standard trades;
- Ability to follow verbal and written instructions;
- Mechanical aptitude;
- Industry;
- Dependability;
- Manual dexterity;
- Physical condition suitable to the demands of the position; ability to work with others as a team.

Minimum Qualifications:
- Four years of experience in either general building maintenance, or building trades work in one or more of the standard trades, such as carpentry, plumbing, electrical; or any equivalent combination of experience and training.
Eligibility for an appropriate level New York State Driver’s License at the time of application for appointment is required. Possession of the license at time of appointment is required.

**Hours/Pay/Benefits:** 40 hrs/week. Pay is commensurate with experience. Health coverage. Paid sick, vacation, and personal time. Holidays. Membership in NYS Retirement.

**To Apply:** Submit application (at www.harrietstownha.org) and resume to Executive Director, Harrietstown Housing Authority, 14 Kiwassa Rd., Suite 1, Saranac Lake, NY 12983 or sclarkin@harrietstownha.org. EOE.

**Deadline for Applications:** April 22, 2020.