



Maintenance Technician

Description: Non-Supervisory staff position within the agency's Facilities Department. Performs detailed repairs and maintenance work necessary for the upkeep of the buildings and structures. Safely operates equipment, practices safe work habits, processes and contributes to the creation and maintenance of a safe working environment for self and others. Works independently.

Classification: Hourly Working hours: Monday – Thursday 7am to 5:30pm. On call rotation.

Essential Functions:

- Performs a variety of detailed tasks involving HVAC, carpentry, plumbing, plastering, electrical, painting, glazing or mechanical work necessary for repairs and maintenance.
- Replace wooden or tiled floors, hang doors, replace screens, repair window frames, repair masonry walls, make plaster repairs, make roofing and flashing repairs, cuts and threads pipes, paints interior and exterior of all structures, remove and glazes windows.
- Replace fuses, tests circuits, repairs stoves and refrigerators.
- Inspects a variety of large mechanical equipment, disassembles and makes repairs to such equipment, operates power or maintenance equipment when required by work assignment, makes minor repairs to boilers, installs toilet, lavatory, and kitchen fixtures, corrects underground leaks, operates power roofer, replaces broken or damaged firefighting equipment, replaces piping, replaces fans and can maintain heating convectors.
- Capable of maintaining a professional and supportive atmosphere for residents and staff and able to follow the policies and procedures of the organization.

Qualifications:

- A minimum of 2 years in the building maintenance trades. Proficiency in one or more of these trades, as evidenced by certification, training or significant and verifiable experience, is desirable but not required.
- Minimum of 2-year prior experience operating small gas-powered lawn, garden and snow removal equipment.
- Basic knowledge of Elevator Controls, Fire Panels and Security System required.
- Competency in computer programs, including Microsoft Office programs. Competency/ability to develop competency in agency operating software.



- The ability to climb stairs and ladders to inspect building conditions, inspect meter pits, boiler rooms, and roofs.
- Ability to tolerate weather conditions, including extended periods outdoors under emergency conditions.
- Ability to walk large campuses.
- Ability to exert physical effort, such as walking, standing and lifting; dexterity in the use of fingers, limbs and body in the operation of equipment.
- Ability to effectively communicate orally and in writing; ability to give oral and written instructions in a concise, understandable manner, as well as the ability to follow written and oral instructions.
- Ability to prioritize, organize and perform work independently; ability to adjust quickly to changing priorities in a sometimes-stressful environment.
- Ability to read, write, speak and comprehend English.
- Ability to enter data into a computer and/or tablet.
- Ability to perform physical job requirements, bending, twisting, reaching and lifting/moving up to 50 lbs.
- Excellent attendance record.
- Ability to work independently with limited supervision.
- Self-starter and team player.
- Ability to communicate with co-workers and supervisors.
- Requires PA Driver's License

Why work for BCHA?

- 4 10-hour workdays
- Competitive salary
- Excellent benefits (medical, dental, vision, STD and life insurance)
- Retirement (401K) with company match
- Generous PTO
- Paid federal holidays off