

Maintenance Technician – Multiple Properties

Link to Apply: <https://recruiting.paylocity.com/recruiting/jobs/Details/4445929/Green-Hill-Associates-Inc/Maintenance-Technician---Multiple-Properties>

Green Hill Associates Inc is seeking a Maintenance Technician for a multi-family affordable housing project. The ideal candidate is a self-driven, adaptable, individual who demonstrates humility, integrity, and possesses a strong team focus.

The Maintenance Technician position is primarily responsible for maintaining the physical condition of the property per company operating and safety standards. Maintenance Technicians perform various maintenance duties including unit turns and basic plumbing, electrical, painting, appliance repairs, cleaning units and grounds, and conducting unit and property inspections. Maintenance Technicians are responsible for conducting all job duties in accordance with company standard operating procedures and safety protocols.

****Green Hill Associates Inc is the employing entity for Viridian Management, Inc team members.****

Viridian Overview:

For over twenty years, the professionals at Viridian Management have been making affordable housing feel like home. Our properties provide residents with a clean, safe and comfortable environment to enjoy with family and friends. We are committed to responding quickly to the diverse needs of our residents and partners and strive to be the most conscientious property management company in the region.

Location: Marysville, WA - Pilchuck 1 Apartments; Lake Stevens, WA - Lake Stevens Manor; Granite Falls, WA - Cascade Apartments; Monroe, WA - Monroe Villa

Job Type: Full-time

Schedule: 40 hours/week / Monday - Friday

Compensation: \$27-30/hour DOE + mileage allowance

Benefits include:

- Health insurance - two plan options with \$0 employee cost for base plan
- Dental insurance
- Vision insurance
- Critical Illness insurance
- Short Term Disability insurance
- Accident insurance
- Hospital insurance
- \$35,000 employer-paid Life insurance plus the option to purchase additional coverage
- Employer-paid Life Flight Membership
- MetLife Pet Insurance
- Aflac
- FSA and Dependent Care FSA or HSA with employer contribution (dependent upon medical plan)
- 401k with 4% employer match
- Paid Time Off (PTO) - accrued at 4.62 hours/biweekly for 40 hour/week employees
- 15 paid holidays per year, including two four-day weekends and your birthday
- Paid bereavement leave
- Paid volunteer days
- Employee Assistance Program

All benefits may be canceled or changed at the discretion of the company, unless otherwise prohibited by law.

Essential Duties and Responsibilities:

- Respond to tenant / management requests and work orders for community common areas, buildings, and units in a timely manner
- Assist with the scheduling and performance of all maintenance repairs and unit turns
- Conduct and execute daily duties, work orders, and service requests etc. And document / record progress in Yardi mobile app
- Conduct daily property walks to pick up debris, animal waste, garbage dumpsters and identify health and safety issues.
- Responsible for the general repair, upkeep and cleanliness of the property including grounds and all common areas
- Perform additional tasks and responsibilities requested by Site Manager or Regional Manager

Desired Qualifications:

- 1 year experience in property maintenance or related field
- Basic proficiency in carpentry, drywall, painting, and electrical, plumbing, appliance repair
- Basic computer skills (email, internet, etc.) and ability to learn required mobile apps
- Own tools and reliable vehicle
- High school diploma or GED equivalent.
- Valid driver's license and insurance
- Legally qualified to work in the US

