



## **MAINTENANCE TECHNICIAN I**

### **Job Description**

Waukegan Housing Authority is looking for a Maintenance Technician I. This is an on-site maintenance position responsible for completing assigned maintenance tasks for a portfolio that consists of senior and single family rental units. The Maintenance Technician I is responsible for the timely and efficient completion of assigned work orders primarily relating to grounds, exterior buildings, unit interiors, and appliance repairs. Duties include, but are not limited to: mowing with push-type and riding mowers, edging, trimming, raking and debris pick-up, reseeding, fertilizing, installing and repairing curbing, pavement and sidewalks, cleaning out vacant units, repair/replace toilets, troubleshoot clogged drains and repair, painting, drywall, providing labor support to other maintenance mechanics and any other tasks as assigned.

### **Required Skills**

Knowledge of cleaning materials, equipment and methods commonly employed in the custodial care and cleaning of buildings, facilities and equipment. Knowledge of general grounds care procedures and maintenance. Ability to exercise care in the use of materials, equipment and tools. Ability to follow oral and written instructions. Ability to perform tasks requiring moderately heavy manual work. Ability to establish and maintain effective working relationships with other employees, residents and the general public.

### **Education and Experience**

Must have completed the 8th grade. Graduation from an accredited high school desirable. One year of working experience in the care and maintenance of buildings and/or grounds. Or an equivalent combination of technical training and experience to meet the required knowledge, skills and abilities.

### **Special Requirements**

Must have a valid State of Illinois vehicle operator's license. Must be bondable. Must have or be capable of obtaining a valid State of Illinois commercial vehicle operator's license. Must be capable of standing, walking and lifting/carry materials weighing up to 50 pounds.

**ANY OFFER OF EMPLOYMENT IS CONDITIONED ON THE SUCCESSFUL COMPLETION OF A BACKGROUND SCREENING.**

The Waukegan Housing Authority manages public housing developments for low-income family, elderly and disabled populations; and administers the Section 8 voucher program for affordable rental properties.

### **Position Type**

Full-Time/Temporary

### **Salary**

\$10.00/hr or commensurate with experience

### **HOW TO APPLY AND APPLICATION DEADLINES:**

**Please mail, e-mail or hand deliver your application and resume to the address below.**

**Email to: [crodney@waukeganhousing.com](mailto:crodney@waukeganhousing.com), Fax: 847-625-4627. No phone calls please.**

**Mail to:** Waukegan Housing Authority  
Human Resources Department  
215 S. Martin Luther King Jr. Ave.  
Waukegan, IL 60085