

## **Maintenance Technician – Job Posting Harborlight Homes, Beverly, MA**

Harborlight Homes is a non-profit, affordable housing developer and property management organization. We are seeking fulltime Maintenance Assistants to grow with our company. As a Maintenance Assistant, you will support the overall upkeep and functionality of designated properties near Beverly and Salem. On a regular day, you will perform preventative maintenance tasks and routine repairs, respond to resident's service requests, complete building and grounds maintenance including cutting and maintaining lawns and grass and removing snow and dirt. You will be responsible for keeping properties in a clean, attractive, orderly, safe, and healthy condition. In addition, you will support unit turnovers, in preparation for new tenants by installing appliances, painting, and making repairs. You will document project status through a word-order system and partner within the broader facilities team to support general facility upkeep.

To be successful in this position, you are self-motivated, task-oriented, and enjoy solving problems. You can communicate effectively and are responsive in follow-up. You are eager to learn and dedicated to the mission of Harborlight Homes.

### **Required Experience and Qualifications:**

- High school diploma or equivalent, trade apprenticeship or technical training
- Preferred a minimum of 1-year relevant experience
- Good hand-eye coordination and the ability to lift heavy objects up to 50-75lbs
- Access to reliable transportation to travel locally in the Beverly area or Salem

### **Salary Range:**

\$20 - \$24 Hourly

Harborlight Homes values each member of our team and ensures a competitive salary and benefits package including 100% employer-paid individual health, dental, and life insurance, employer-contributions to retirement, and generous paid time off, and more.

*Harborlight Homes is an equal opportunity employer. As an organization we are committed to providing education on the history of housing and the ways it has been used as a vessel to disproportionately affect wealth, employment and other health outcomes for low-income, communities of color. We believe this education must be centered on the work we do. Hence, we strongly encourage applicants of all backgrounds, experiences, and beliefs to join our cause.*