



Job Title: Maintenance Tech  
Department: Property Management  
FLSA Status: Non Exempt

COMPENSATION: DOE, 40 hours a week, Medical, Dental and Flex after 90 days, Vacation and Holiday after 1 year

#### POSITION SUMMARY:

The Maintenance Tech performs maintenance and manual labor tasks necessary to ensure consistent operation of properties. The Maintenance Tech is called upon to function in the following areas:

- Establishing and promoting a positive community environment.
- Complete maintenance as assign for the property.
- Charting, storing and hauling property, debris and dumping
- Track and Complete work orders in a timely manner. (1-5 days)
- Prioritize task to ensure are all completed timely.
- Maintains the landscaping at assigned properties
- Must have a valid Driver's License
- Provide on call emergency repairs when necessary

#### HOW TO APPLY:

Please complete an application (located on our website here: <http://apply.svdp.us>)

Application packets will not be considered complete until BOTH your application and resume are received.

All employees and prospective employees of St. Vincent de Paul will receive equal employment opportunity without regard to race, color, religion, sex, age, national origin, disability or any other trait protected by applicable law. Promotions, transfers, training, compensation, benefits and all other employment considerations will be administered without regard to race, color, religion, sex, age, national origin, disability or any other trait protected by applicable law. Veterans are encouraged to apply.

St. Vincent de Paul Society of Lane County promotes a drug free workplace; therefore an offer of employment will be conditioned on the satisfactory completion of a drug screen including, but not limited to, marijuana.