

Responsibilities

The Maintenance Mechanics responsibilities shall include, but not limited to, the following types of work: · Perform basic carpentry, electrical, plumbing, and HVAC repairs/maintenance. · Perform preventive and predictive maintenance on building heating, ventilating, and air conditioning system and on the mechanical, electrical and plumbing systems. · Scheduled routine maintenance on AC units, air handlers, pumps, fans, cooling towers, · Perform unscheduled repairs as needed for equipment failures as required · Complete routine maintenance work orders requested by building tenants and building management office · Respond to HVAC and other complaints and take corrective action as needed, being sure to maintain a positive, and professional approach at all times · Electrical---Wiring, Lights, Ballast replacement, General Troubleshooting · Replace ceiling tiles · Ability to complete task list for daily, weekly and monthly maintenance · Requirements · Basic experience of mechanical, electrical and plumbing operations for commercial office buildings · Experience with painting, carpentry and cleaning · Must have a valid driver's license · Must be able to lift 50 lbs. Use a Ladder · Be able to pass a back ground check.

Please send resumes to:

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Louis Vega, (CBE-M)

Chief Engineer
Management Services

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