

**Position:** Maintenance Tech

### **Position Summary**

Maintenance Tech is an entry level position that needs to be a self-starter.

### **Responsibilities**

The Maintenance Assistant's responsibilities shall include, but not be 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, etc
- 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, courteous, 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,
- Climb/Use a Ladder
- Be able to pass a back ground check.

Please submit resumes to [dsandoval@endurasa.com](mailto:dsandoval@endurasa.com). Salary to be based upon experience but please submit a preferred range.