



Maintenance Technician

The Virginia Beach Community Development Corporation (VBCDC) is a nonprofit housing development corporation operating in the City of Virginia Beach. Our mission is to provide affordable housing opportunities for low- and moderate-income families in the City of Virginia Beach.

The Maintenance Technician position is responsible for the upkeep and maintenance of our properties. VBCDC offers a generous benefits package which includes health, vision and dental insurance, life insurance, LTD, vacation, personal, sick leave, and paid holidays, 403 (b) participation, training, and professional development.

Essential Duties and Responsibilities:

- Inspects grounds, vacant and occupied units for needed maintenance and repairs.
- Independently performs a wide range of building repairs and maintenance functions, frequently calling for physical exertion.
- Repairs plumbing fixtures and pipes such as toilets, sinks, drains, valves, and controls.
- Repairs burner controls and switches, rewires electric ranges, and performs minor electrical work on refrigerators.
- Repairs or replaces electrical switches, outlets, lighting fixtures, circuit breakers, fuses, etc.
- Repairs windows, doors, doorframes, kitchen cabinets, rekey locks, and mailboxes.
- Repairs drywall, paint, and touch up units as necessary.
- Checks for hidden damage to ensure compliance with HQS.
- Specifies materials, supplies, and equipment for own purposes and for others working on team and may lift heavy objects into place.
- Uses a wide range of hand tools and equipment such as drills, hammers, pliers, electrical testers, hand and power saws, cutters, plungers, threaders, wire brushes, etc.
- Performs all job functions in a safe manner.
- May perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload.
- Ensures timely completion of resident service requests.
- After-hours on call required on a rotating basis.
- Be available to report to work during any inclement weather event for property clean up and emergencies.
- Must make Customer Service a priority.

Qualifications:

- Minimum 3-year experience in apartment maintenance or handyman experience.
- EPA Universal Certification a Plus
- HVAC Certification a Plus
- Must have a valid Driver's License, acceptable driving record, and reliable transportation to get to work.

A maintenance Fleet vehicle is provided to travel to assigned work sites.

We are a DRUG FREE WORKPLACE. Section 3 applicants are encouraged to apply. Recruiting will continue until the position is filled.

Job Type: Full-time
Work hours 8:00 am to 5:00 pm
On – Call Rotation

Pay: \$18.00-21.00 per hour