

COMMUNITY ACTION PLANNING COUNCIL

Job Posting

Maintenance Technician II

JOB LOCATION: 518 Davidson Street, Watertown, NY
POSITION TYPE: Full Time
EDUCATION: High School/GED required
SALARY: 15.00 per hour plus benefits
POSITION GRADE: 5
SHIFT: Day

POSITION SUMMARY: The Technician will be responsible for custodial care along with maintenance responsibilities to include upkeep of designated buildings and properties. Duties will include assisting custodial staff with building cleaning. Other duties include painting, grounds care, clearing of snow and ice from walks and parking lots, lawn mowing, and completing routine maintenance/custodial work orders.

EXPERIENCE: Experience in janitorial/maintenance field required.

REQUIRED SKILLS:

- Basic knowledge of the use and care of power and hand tools desired
- Basic electrical, plumbing and carpentry experience
- Ability to perform work from written and oral instructions
- Ability to work independently with minimal supervision
- Maintain confidentiality of program information
- Work as a team and cooperate with all staff
- Communicate clearly in writing and speaking
- Keep accurate records
- Basic computer experience preferred
- Must be able to stoop, kneel, crawl, reach, push and pull; lift up to 30 lbs. frequently; exert up to 100 lbs. of force occasionally.

OTHER:

- Preference is given to qualified in-house candidates; and candidates with maintenance experience (electrical, plumbing, carpentry and janitorial).
- All employment is conditional pending a successful background clearance at the time of hire.
- Must be able to provide own transportation to perform job responsibilities. Employee must maintain throughout employment a valid NYS driver's license.
- CAPC is a Substance-Free workplace. CAPC conducts random, post-accident and reasonable suspicion drug testing.

TO APPLY: Submit resume and employment application form to Community Action Planning Council, 518 Davidson Street, Watertown NY 13601, Fax 315-785-0892 or email hr@capcj.org. Application form available at www.capcj.org. Applications will be accepted until position is filled.

EOE

Posted In house/Out of House 4/26/2022