

# Job Posting

## Housing Maintenance and Turnover Technician

Come join our team at YWCA St. Paul and be a part of an organization that is making a difference in our community! YWCA St. Paul is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. Our Housing Maintenance and Turnover Technician is responsible for apartment turnovers and supporting overall maintenance of the apartment and housing complexes of the YWCA St Paul housing programs. Responsibilities include restoring apartment units to their original condition (or better), troubleshooting maintenance issues-involves entering the homes of residents, performing general repairs, minor plumbing, carpentry, cleaning, and painting between turnovers.

In this role you will:

- Restore apartment units to their original condition (or better); deep cleaning, buffing floors, repairs, painting etc.
- Load and unload supplies, move furniture, maintain equipment in optimal working condition and ensure the agency premises and facilities are clean and hygienic.
- Maintain safety procedures and comply with access control regulations (building evacuation, maintenance of fire, carbon monoxide, and other safety systems within the structures).
- Fix potential safety hazards to avoid injuries.
- Perform other related duties as assigned, supporting non-housing properties of the YWCA St Paul, including event set up/take down, collection and delivery of supplies for events, and other tasks as assigned.

The successful candidate will have:

- High school diploma or GED plus a minimum of five (5) years' experience as a building maintenance technician.
- Carpentry skill with attention to detail to ensure exemplary work without overlooking any hazard or warning signs of problems
- The ability to work closely in a team and independently
- Physical stamina to manage a full active shift, with ability to climb heights and ladders, lift up to 60 pounds and problem solve independently with great attention to detail
- Access to a reliable vehicle, valid driver's license, and proof of insurance
- A passion for the mission, vision, and values of YWCA St Paul, including a commitment to deliver quality work with a strong customer satisfaction and service orientation.

YWCA St. Paul offers a flexible work environment, and a competitive benefits package. The hiring range, dependent on experience and qualifications is \$17.00-20.00/hour. Vaccination is required.

If you are looking for an opportunity to make a difference and work in a collaborate environment where we celebrate and appreciate each other, **please complete the Employment Application on our website:**

<https://www.ywcastpaul.org/jobs>

Email: [hr@ywcastpaul.org](mailto:hr@ywcastpaul.org) Fax: 651-305-1602

Mail: YWCA St. Paul, 375 Selby Ave., St. Paul, MN 55102

***The YWCA St. Paul is an Equal Opportunity Employer***