

Hoboken Housing Authority

Part Time Repairer

Dept/Div: Maintenance

FLSA Status: Non-Exempt

General Definition of Work

Performs intermediate semiskilled work maintaining Authority buildings and grounds. Work is performed under the moderate supervision of the Supervisor - Building Maintenance.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Performs general maintenance work, including tile installation, general carpentry, and electrical and plumbing repairs as required.

Removes snow from walkways, driveways, and parking areas; maintains and performs minor repairs on snow removal equipment; operating trucks with plows, snow blowers, etc.

Cleans community rooms, laundry rooms, mailrooms, bathrooms, common areas, stairwells and basements; removes furniture from vacated tenant spaces; removes beds infested with bed bugs.

Unloads deliveries; delivers papers and boxes to offices.

Fixes elevators when down; removes tenants when stuck in elevator.

Uses fumigation bombs to get rid of roaches and mice.

Removes and installs toilets, sinks valves; unclog sinks and tubs; snakes sewer lines; replaces sprinkler heads; fixes and relocates pipes; repairs all general leaks; replaces shower heads, toilet seats; installs new waste lines.

Puts up sheetrock; frames walls; removes and installs flooring, new doors; fixes locks; repairs windows; patches holes

in walls; sands, paints, waxes and strips floors; repairs ceramic tiles in bathroom; installs new vents, shelves, closet doors and shades; fixes and installing screens; installs exit signs.

Installs paving bricks; mixes concrete and fixes cracks on sidewalks; changes wall pack lights; cleans gutters.

Physical Requirements

This work requires the frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, using hands to finger, handle or feel, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and repetitive motions.

Special Requirements

Valid driver's license in the State of New Jersey.

Interested candidates should email resume and cover letter to gpatel@myhhanj.com

Position will remain open until filled.
