

MAINTENANCE WORKER

JOB DESCRIPTION: Reporting to the Facilities Manager, the Maintenance Worker performs general maintenance and corrective repairs for all three BCRC buildings, equipment, and surrounding grounds.

JOB STATUS: Full time: Monday – Friday, daylight hours, 7:30 a.m. – 3:30 p.m.

JOB LOCATION: Beaver, PA and Center Township Aliquippa, PA

KEY JOB RESPONSIBILITIES:

- Performs repairs and preventive maintenance on building systems and equipment including but not limited to; plumbing fixtures, water heating equipment, electrical devices, light fixtures, valves and basic controls
- Performs and maintains exterior of grounds in a safe and aesthetically pleasing condition. This includes snow removal services and ground maintenance. Ability to operate equipment associated for the service required.
- Assist with installations and repairs of equipment and systems to ensure continuous operations and safety necessary for building functions and operations.
- Assist in the renovations and construction of areas to maintain buildings appearance and safety as required.
- Participates in ongoing property improvement plans and preventative maintenance programs.
- Performs a wide variety of manual tasks. Must possess manual dexterity and physical stamina.
- Adheres to and complies with company safety policies and rules. Adheres to OSHA safety standards that are applicable for safe job performance.
- Perform all repairs and preventative maintenance tasks associated with facility, warehouse, and offices.
- Responsible for applying basic to in- depth fixes to equipment and building systems to ensure facilities are safe and functional.
- Requires standing, walking, twisting, bending, pushing, kneeling, stooping, stretching and climbing stairs and ladders

QUALIFICATIONS:

- High school diploma or equivalent and 2 years general maintenance experience or related degree from technical college
- Ability to use hand tools including drills, plungers, carpet cleaners, vacuum cleaners, mowers and snow blowers.
- Possess trade skills such as: carpentry, plumbing, electrical, painting, roofing, heating and air conditioning.
- A valid driver's license
- Able to pass required background checks and clearances
- Forklift certified preferred
- Familiarity with Microsoft Office - Word, Excel, Outlook

BENEFITS: Paid time off for full and part-time positions plus 11 paid holidays. Excellent benefit package for full time including: Health Insurance, Dental, Vision, Short Term & Long Term Disability, Life Insurance and Pension Plan. BCRC is an Equal Opportunity Employer.

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