

THE CARE CENTER, INC.

JOB VACANCY NOTICE

POSITION: Building Technician (Part-Time)
Maintenance

PAY GRADE: 8

WAGE: \$11.67/hr. (as a minimum)

ESSENTIAL FUNCTIONS:

- Responsible for completing all activities and assignments necessary to maintain the general repair and safety of buildings, equipment and grounds.
- Maintains heating and air condition equipment.
- Makes plumbing, electrical and mechanical repairs.
- Repairs equipment as needed.
- Paints room, hallways, and other areas as needed.
- Maintains inventory of supplies including receipt and distribution.
- Adheres to all policies, laws, regulations and codes of ethics and confidentiality as outlined by federal and state laws, and agency policies and procedures.

QUALIFICATIONS:

- Possess specialized mechanical or maintenance training and/or skills;
- Experience using and operating various tools and equipment;
- Must not be excluded from participation in Medicare, Medicaid or any other federal health care program.
- Must successfully obtain clearances from the PA State Police, Child Abuse Clearance from The Department of Human Services and FBI Fingerprint Clearances.
- Available to work varied hours.
- Ability to observe and identify potential problems and take preventive measures appropriately;
- Ability to climb and work on a ladder;
- Ability to lift and carry materials/tools weighing up to 75 lbs.;
- Ability to bend, stoop, crawl, and work in awkward positions and places for extended periods of time.
- Ability to read, comprehend, and follow written and verbal instructions, and follow supervisory directions.
- Ability to receive performance feedback and instructions calmly, without reacting negatively or emotionally.

QUALIFIED INDIVIDUALS MUST SUBMIT A LETTER OF INTEREST TO THE SOUTHWESTERN PENNSYLVANIA HUMAN SERVICES, INC., OFFICE FOR HUMAN RESOURCES, 300 CHAMBER PLAZA, CHARLEROI, PA 15022, ATTENTION: POSTING #1878-NO LATER THAN MARCH 8, 2018.

EQUAL OPPORTUNITY EMPLOYER