

GENESSEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.

JOB VACANCY

(GENERAL) MAINTENANCE WORKER

REPORTING RELATIONSHIP:

Reports to the Facilities Director

SUMMARY OF DUTIES:

The General Maintenance Worker will perform general maintenance and repairs for assigned equipment and facilities including plumbing, electrical, basic carpentry, heating and cooling, and other building systems. Maintenance Worker will inspect and identify equipment, machines, etc., in need of repair. Troubleshoots issues to determine necessary repairs. Plans repair work using equipment, tools, etc. as needed. Performs general repairs that do not require a specialized technician. Examples may include repairing drywall, painting, general plumbing/toilet repair, and repairing doors and other building fixtures. Performs routine maintenance on building systems. Cleans and assists with upkeep of the facilities outside of routine/general cleaning. Orders supplies and materials needed for repairs and maintenance. Performs other related duties as assigned in program and residential locations as necessary. Pre-employment background/post offer drug screening required. Must have valid NYS license and method of transportation. This is an hourly non-exempt job.

QUALIFICATIONS:

High school diploma or equivalent required. Related experience preferred. Ability to follow instructions from supervisor or their designee. Knowledge of general carpentry and repair. Ability to use hand tools and power tools. Excellent organizational and time management skills. Physical requirements: Prolonged periods standing and walking. Must be physically able to climb ladders, bend, or crawl into awkward spaces. Must be able to lift up to 50 pounds at a time.

VACANCY AT: GCASA's Albion and Batavia Facilities

Send resume to:

Human Resources

GCASA

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: kcorcoran@gcasa.org

POSTED:

11/8/2021

DEADLINE:

ASAP

Genessee/Orleans Council on Alcoholism and Substance Abuse does not discriminate on the basis of race, color, national origin, creed, sexual orientation, age, handicap, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.