

## Job Summary

**Order Number:**

NY1402574

**Date Job Order Received:**

01/27/2022

**Number of Openings:**

1

**Company Name:**

Intandem

**Job Title:**

Building Maintenance Specialist

**Minimum Experience Required:**

3 years

**Job Description:**

Niagara Falls. Intandem. BUILDING MAINTENANCE SPECIALIST I MAIN FUNCTION: Maintains, repairs, renovates, and constructs building mechanicals and equipment. DUTIES AND RESPONSIBILITIES: 1. Maintains, repairs, and troubleshoots facility systems and components to include painting, carpentry, electrical, plumbing, and masonry work. 2. Renovates and constructs internal facility development. 3. Evaluates work requests and determines if subcontractor or professional repair is required and recommends some to his supervisor. 4. Completes and maintains work requests as assigned. 5. Required to be on call with a flexible schedule and respond to emergency repair requests. 6. May occasionally be required to supplement custodial and grounds maintenance. 7. Accepts Agency Safety Policies and Procedures and establishes safe work practices in day-to-day functions of job. 8. Will comply with Agency and Program time and attendance policies including call-in protocol. 9. Responsible to comply with the Agency's Corporate Compliance Plan and Code of Ethics. 10. Responsible to report any suspected violations of the Plan or Code of Ethics to immediate supervisor, program administrator or Agency's corporate Compliance Officer. QUALIFICATIONS: Education/Experience: \* Must have a minimum of three (3) years supervised experience in plumbing, carpentry, millwrighting, painting, electrical, and/ or masonry work. Must be proficient in use of hand tools. \* Essential Requirements: Must have a valid New York State driver's license and must meet the Agency's driving policy, which includes a satisfactory driver's license record (MVR). FOR MORE INFORMATION CONTACT HR AT 716 504 2625 ext 2101 To apply, contact the employer by mail, by fax, online, or by email: Huston, Katrina 2393 Niagara Falls Boulevard, LPO Box 360 Niagara Falls, NY 14304 Fax: Huston, Katrina (716) 504-2623 Email: khuston@intandem.org Online: <http://intandem.org>

**Job Location:**

Niagara Falls, New York

**Pay:**

Starting pay not specified.

**Benefits:**

No benefits mentioned.

**Hours per Week:**

Not specified.

**Duration:**

Full Time, Regular

**Work Days:**

Not specified.

**Shift:**

Not specified.

**Public Transportation:**

Information not provided.

**Minimum Education Required:**

GED

**Driver Licenses, Including Endorsements:**

No Driver License requirements specified.

**How to Apply:**

To apply, contact the employer by telephone, or on-line:

Phone: Huston, Katrina (716) 504-2625 ext. 2134

Web-site: <http://Intandem.org>