

# Full Job Description - Maintenance Tech

We are looking to add a full time team member who has an interest in completing residential property repairs, maintenance and improvements.

Our team members have extreme control over their own daily schedule and find working at RL to be a great experience. We have flexible work hours. A self motivated, organized and self-managed person is desired.

We provide an attractive work arrangement to our maintenance personnel, including mileage reimbursement, office food/drinks, flexibility with job material purchases, the right tools and equipment for the job, and a positive team environment.

Full Time (40 Hours a Week)

No requirement to work overtime or after hours-that's right, NO ON CALL!!

## Position Responsibilities:

- Interior and exterior residential property repairs, maintenance and improvements. ● Carpentry, basic plumbing and basic electrical work.
- Work turning over units between tenants.
- Painting and drywall work.
- Tracking hours worked.
- Retaining receipts for materials purchases.
- Completing work order paperwork.
- Coordinating with team members.

## Position Requirements:

- High School Graduate or Equivalent.
- Experience in or a desire to learn property repairs, maintenance, and improvements. ● Background Check Required.
- Valid driver's license.
- General assortment of commonly needed tools for residential repairs/maintenance.
- Must have their own transportation (any reliable vehicle, truck preferred).

## Traits of Ideal Candidate:

- Dependable.
- Honest.
- Detail-oriented.
- Takes pride in all their work.

- Maintains a Professional demeanor.
- Enjoys setting and meeting their own goals.

**Position Compensation/Benefits:**

- \$21 - \$25 / Hr.
- Health Insurance.
- 5 Paid time off days, 6 Paid Holidays, and you can earn more!
- Mileage reimbursement provided for use of personal vehicles.
- Company sponsored Simple IRA with matching contribution.
- Work apparel and shoes.
- Flexible hours. You set your schedule. NO WEEKENDS!

**Job Type:** Full-time

**Schedule:**

- 8 hour shift
- Monday to Friday-no weekends required.

**Experience:**

- Property maintenance: 1 year (Preferred)

**Work Location:** Central Ohio area

Please contact [info@rlpmg.com](mailto:info@rlpmg.com) with your resume if you are interested in joining our team!