



## Maintenance and Facilities Support

**Vision House** is a 501 (c) (3) non-profit Christian transitional housing program for homeless men, women and their children. Vision House is committed not only to the families we serve but to our employees as well. As an organization, we encourage a healthy work-life balance because we value you and your family. We believe in Christ-centered integrity, helping and service, achievement, respect and teamwork.

### **Part-Time, 20 hours, Non-Exempt, Benefits Eligible**

**Rate of Pay: \$16.00-\$19.00 per hour**

**Location: Renton, WA**

#### KEY RESPONSIBILITIES

- Receive and investigate requests for maintenance and repair
- Track maintenance work orders through computer maintenance log
- Perform maintenance/repair work requested.
- Manage preventive maintenance programs
- Purchase/order supplies, equipment or services, to meet routine maintenance/janitorial/grounds needs
- Assist in turning over apartment units for occupancy
- Assist in moving furniture and equipment as needed
- Assist with maintenance of company vehicles

#### QUALIFICATIONS

- Minimum two years' experience in performing basic preventative maintenance functions
  - SELF-STARTER
  - Ability to work efficiently and safely understanding and observing safety rules
  - Ability to work effectively as part of a team
  - Ability to work on basic construction projects
  - Ability to handle tools and equipment
- Medium to heavy work requiring prolonged or repeated standing, walking, climbing, stooping, kneeling, crouching and lifting items 50 to 75 lbs.
- Good hand/eye coordination
- Good color perception; the ability to differentiate colors in terms of hue, and the ability to identify a particular color or color combinations
- Work requires working inside and outside in all types of weather
- Ability to read, writes, speak and understand English
- Demonstrate good listening and interactive communication skills
- Excellent customer service ability
- Personal characteristics: approachable, empathetic, flexible, discerning
- Demonstrates basic computer knowledge and ability
- Washington State driver's license and ability to drive a work truck and van
- Must be able to sign a Vision House Statement of Faith
- Working knowledge of Christ-centered servant leadership
- Performs other duties assigned

Please email resume to Human Resources at [noreeng@visionhouse.org](mailto:noreeng@visionhouse.org).