



JOB NOTICE

Date Posted: March 13, 2018

Closing Date: March 27, 2018 or until filled

APPLICATION PROCEDURES: Send letters of intent and resume via INDEED, interoffice or mail to Box Maintenance, HR, Compass Family & Community Services, 535 Marmion Avenue, Youngstown, Ohio 44502.

Department: Facilities and Maintenance

Title: Maintenance Worker. (2) Open Positions Available

Salary \$: Full time with comprehensive benefits and leave package.
Salary rate: \$11.00 - \$14.00 an hour depending on skills and experience.

General Duties:

- General Maintenance:
 - a) Performs routine building and grounds maintenance as needed.
 - b) Picks up materials as needed.
 - c) Complete other duties as assigned by supervisor.
- Responsible for quality control.
- Obtains bids, works with outside contractors and checks quality of finished work.
- Supervise and educates client workers in maintenance services.
- Writes behavior reports, program notes and department reports.
- Participates and plans with Workforce Development staff.
- Required to be on an on-call rotation.

Qualifications:

Education/Experience: High school diploma or equivalent. 3- 5 years maintenance experience.

Miscellaneous Requirements: Criminal background check; pre-employment drug screen; clear driving record; TB Test; CPR/First Aid Training preferred.

Personal: Ability to solve problems independently and to work with emotionally disabled clients.

Physical Requirements: Must be able to stand, walk, climb stairs and ladders; do occasional lifting up to 50 pounds.

Non Exempt: Eligible for overtime

AN EQUAL OPPORTUNITY EMPLOYER - SERVICE PROVIDED
THROUGH AFFIRMATIVE ACTION
EOE-M/F/H including persons with disabilities and veterans