



Greenburgh Housing Authority

9 MAPLE STREET
WHITE PLAINS, NEW YORK 10603

JOB VACANCY ANNOUNCEMENT

Agency: Greenburgh Housing Authority

Location: 9 Maple Street, White Plains, NY

Open Position: Maintenance Mechanic – Housing Authority

Job Description: Under the general direction of the Maintenance Supervisor of a housing Authority, the incumbents of this class are responsible for the maintenance and repair of buildings, grounds, and equipment within the properties of a housing authority. Incumbents have considerable leeway in making independent decisions on procedures to be followed in the completion of tasks. Supervision may be exercised over the work of subordinate maintenance personnel or laborers. Does related work as required.

<https://humanresources.westchestergov.com/images/stories/jobspecslocal/m/maintenancemechanichousingauthority1badacompliant.pdf>

Salary: \$33.01 Hourly

Work Week: Monday – Friday, 40 hours per week

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of materials, tools, techniques and terminology used in the maintenance of buildings and their mechanical, electrical and sanitary equipment, skill and aptitude as a general mechanic, ability to understand and carry out oral and written directions, ability to plan and supervise the work of others, ability to get along well with others, ability to read, write, speak, understand and communicate in English sufficiently to perform the essential duties of the position, initiative, resourcefulness, good judgement, physical strength and agility, physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) graduation from high school or possession of a high school equivalency diploma and three (3) years of experience in general building maintenance or in the building trades; or (b) seven (7) years of experience as a handyman, three (3) of which must have been general building maintenance or in the building trades.

This is a Non-competitive civil service position.

SPECIAL REQUIREMENT: Possession of a valid license to operate a motor vehicle in New York State is required.

Interested applicants may email resume to Daniela Gomez, Asst. Executive Director at:

Dgomez@greenburghhousing.org

“CUSTOMER CARE IS OUR TOP PRIORITY”

Website: www.greenburghhousing.org