

Career Opportunity



Senior Maintenance Technician

Salary

\$15.26/Hour

Department

Affordable Housing

Reports to

Property Manager or
Maintenance Supervisor

Closes

Until filled

Position summary

Maintain, service and repair Tulsa Housing Authority (THA) owned or operated facilities and equipment that does not require a license issued by the State of Oklahoma or the City of Tulsa license.

Summary of Duties:

- Perform routine maintenance work on structures; carpentry, electrical, plumbing, appliance maintenance, heating and air conditioning to insure a high standard of maintenance of the public housing complex in a fast pace work environment.
- Picks up trash and performs general cleanup of the common area.
- Determine the method necessary to perform repair and/or adjustments to THA owned or operated mechanical equipment and facilities including structures and equipment, making service calls, installing plumbing and fixtures, and using power tools and a variety of hand tools.
- Perform a variety of building and facility maintenance and renovation projects including roofing, painting, expansion, redecoration, and floor repair, or anything else which is

necessary to make ready units or complete work orders.

- Make repairs to machinery and mechanical equipment, including heating, plumbing, and electrical appliances and apparatus not requiring a license.
- Direct the work of less skilled workers that are assisting in the completion of the project.
- Perform as a working leader and direct the work of lesser skilled mechanics, assistants and laborers under the supervision of the Maintenance Supervisor.
- Perform or assist in performing the duties of higher classifications for training purposes and of lower classifications to meet work schedule requirements as required.
- Must possess basic knowledge of heating and cooling equipment, material, tools, and their suitability for different types of applications.
- Must exhibit knowledge of the safety requirements of the work performed.
- Respond to after-hour calls as needed or directed by THA Management.
- Other duties as assigned.

Minimum requirements

- High school diploma or general education degree (GED) and one (1) to three (3) years related
- experience and/or training; or equivalent combination of education and experience.
- Must have current valid Oklahoma driver's license. Must be able to work overtime on
- weekdays and weekends and respond to emergency calls at all times.
- Possess valid Oklahoma driver's license

To apply

Qualified candidates should submit a resume, cover letter and salary requirements to hr@tulsahousing.org or fax to **918-581-5721**. You may also apply online at tulsahousing.org.

Applications and resumes may be mailed to:

Tulsa Housing Authority
Attn: Human Resources
415 E. Independence
Tulsa, OK 74106

About Tulsa Housing Authority

The Housing Authority of the City of Tulsa (THA) is a federally funded public agency responsible for administering public housing and Section 8 rental assistance programs for eligible low-income families living in the Tulsa city limits. THA is governed by a five-member Board of Commissioners appointed by the Mayor.

Mission statement

To be a leading Public Housing Agency that enhances the quality of life in Tulsa through the efforts of a professional, caring and responsive staff and Board.

THA is an equal opportunity/affirmative action employer.

We perform criminal background checks and drug testing.

Men, women and THA residents are encouraged to apply.