



## Job Announcement

Eligibility: Housing Authority of the City of Pueblo Employees and Qualified Public

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September 8, 2023

The Housing Authority of the City of Pueblo has an opening for the position of:  
**Maintenance Technician.**

This is a full-time non-exempt (hourly) position with a starting rate of \$21.44 per hour, which includes three increases with a 16% spread over the first three years.

Please review the attached job description and qualifications carefully before completing an application.

Applications may be obtained at the Central Management Facility, 201 S. Victoria Ave between 8:00 a.m. and 4:30 p.m. or on our website at [www.hapueblo.org](http://www.hapueblo.org)

Job posting will remain open until filled.

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**Date: 6/19 (Revised)**



**Title: Maintenance Technician**

### **General Purpose**

Performs routine carpentry, electrical and plumbing repairs in response to service requests and inspections of units. May perform other duties as requested by supervisor.

### **Essential Duties and Responsibilities**

- Under supervision, identifies problems and solutions in all areas of maintenance, including electrical, plumbing, HVAC and structural.
- Complies with required HUD and HACP standards and safety practices in performing all work.
- Repairs or replaces wiring and parts for electrical outlets, switches, light fixtures and breaker switches/fuses.
- Repairs or replaces plumbing fixtures and fittings (i.e., leaky faucets, clogged drains and sewer lines, damaged toilets, sinks and water cutoffs).
- Under supervision, repairs or replaces furnaces and water pumps.
- Makes minor carpentry repairs/replacements to damaged walls, roofs, woodwork, floors, gutters and down spouts, garage doors, doors and door locks, windows, cabinets, doorbells, peepholes, clotheslines and insulation.
- Makes minor repairs and adjustments to various appliances and equipment (i.e., refrigerators, gas and electric stoves and furnaces).
- Rotates with other Maintenance Technicians for on-call duty according to schedule.
- May be required to perform grounds care and apartment cleaning duties including restrooms, trash rooms, boiler rooms, halls, stairways and sidewalks.
- May do minor soldering.
- May be required to prepare and paint interior and exterior walls and perform other routine painting duties.

### **Education, Training and Experience**

- High school graduate or GED.

- Minimum of two years' experience in construction or building maintenance or vocational training which involved training and/or experience in areas of carpentry, plumbing and electrical repairs.

### **Knowledge and Qualifications**

- Knowledge of techniques, methods, materials and equipment used in plumbing, carpentry and electrical repairs; repair of household appliances, air conditioning, heating and boiler systems.
- Skill in the use of various hand and power tools used in making repairs.
- Ability to read and understand moderately complex repair manuals and instructions/warnings on cleaning agents. Ability to read service requests, maintenance reports and inspection reports.
- Valid Colorado driver's license with eligibility for coverage under HACP fleet auto insurance.

### **Materials and Equipment Used**

Ability to operate hand and power tools and equipment.

### **Supervisory Responsibilities**

Employee does not have any supervisory responsibilities

### **Working Environment and Physical Responsibilities**

Normal physical activity can be strenuous and may involve prolonged standing, walking, reaching, bending, crouching, stooping and lying prone. The employee may be required to use arm strength to manipulate hand tools. The employee must occasionally push, pull and /or lift objects up to or in excess of 50 pounds. The employee works both indoors and outdoors and is exposed to extremes of weather and temperature. The employee may occasionally be subject to electrical shock hazards, dangerous heights, heavy machinery and dangerous chemicals and skin irritants (i.e., cleaning solutions, solvents and insecticides). The employee uses goggles, gloves and other safety equipment in accordance with HACP safety practices.

*The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel within this classification.*

*classification.*