**Job Description**

**Position:** **Temporary Maintenance Workers**

**Reports to:** Director of Facilities, Charlottesville Redevelopment and Housing Authority (CRHA)

**Classification:**Full-Time Temporary/Contract, Labor Standards Act (FLSA) Non-Exempt Hourly

**General Statement of Duties:**

Perform routine residential buildings and grounds cleaning, upkeep and maintenance as assigned, in preparation for annual federal inspections of public housing neighborhoods.

**Requirements:**

Dependable transportation to work Monday-Friday, 8 AM- 5 PM. Must pass pre-employment criminal background check and drug screening, and have required documentation of legal presence to work in the U.S.

**Knowledge, Skills, and Abilities:**

* Some knowledge of common hand tools used in building and equipment maintenance work
* Knowledge and experience with grounds maintenance- grass cutting, leaf blowing
* Good physical condition (ability to lift moderately heavy loads up to 70 lbs., to dig trenches, to climb ladders, etc.).

**Typical Tasks:**

* Paint apartments
* Cut grass, clean streets, sidewalks and grounds; rake leaves; shovel snow
* Clean apartments, offices, and community centers
* Remove graffiti as needed
* Clean ranges and refrigerators
* Make repairs to privacy fences and chain link fences
* Other duties as assigned

**Duration of job:** Starting on or after March 16, 2020, for at least a one month period, up to three months, with some overtime possible.

Four hires expected, applications will be accepted through Friday March 27, 2020, OR until all positions filled, whichever comes first.

Rate of Pay: Hourly: 12.00/hour