Maintenance Worker

The Boys & Girls Club of Newburgh is looking for a skilled Maintenance worker to perform building maintenance duties. The ideal employee will be responsible for daily maintenance such as sweeping, mopping, dusting and minor building repairs.

The ideal candidate will be experienced, hardworking, prompt, and reliable, with manual dexterity, physical stamina and an eye for detail.

Responsibilities

- Perform cleaning activities such as sweeping, dusting, mopping, etc.
- Touch up and finish painting.
- Check control panels and electrical wiring to identify minor issues.
- Install appliances and equipment.
- Maintain garden/yard upkeep by mowing lawn, collecting trash, etc.
- Conduct maintenance tasks such as replacing light bulbs, hand towels, and toilet paper
- Makes minor carpentry, electrical, mechanical and plumbing repairs.
- Collaborate with workers and other professionals during renovations.
- Report to Facilities or Maintenance Manager for issues.
- Set up and tear down chairs, tables, and equipment for meetings and events.
- Clear snow from entrances and walkways.
- Pick up and deliver supplies at various program sites.
- Follow all applicable safety rules and procedures.

Requirements

- Proven experience in maintenance work
- Experience using hand and electrical tools
- Good communication and interpersonal skills
- Physical stamina and dexterity
- High school diploma or equivalent
- Must have valid NYS Driver's License
- Must be able to pass a background check.

Salary: $15/hr