

CHATTANOOGA HOUSING AUTHORITY

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JOB OPENING—Deadline Extended

POSITION TITLE: Maintenance Service Manager

The Chattanooga Housing Authority (CHA) seeks a qualified individual for the full-time position of Maintenance Services Manager to administer the maintenance program for the assigned affordable housing sites in conformance with applicable law, regulation, and CHA policies. This individual is responsible for the day-to-day operation of the site maintenance team, including equipment and supplies, preventative maintenance, building and equipment maintenance and appearance, grounds maintenance and appearance, completion of resident work orders, preparing vacated apartments for re-leasing, supervision of all site maintenance staff, and implementation of those maintenance policies, procedures and programs that will assure a well maintained site. To the extent possible, assures maintenance budget, unit turn and property condition performance norms for site are met or exceeded. When thresholds cannot be met, strategies will be developed that will progress toward meeting the performance thresholds. This individual must also have the ability to drive, stand, walk, stoop, kneel, crouch or crawl, and climb ladders on a repeated basis daily.

Qualifications: Graduation from an accredited college, university or recognized vocational program, with major course work in construction management, maintenance or related field is preferred. Seven years of experience in the construction, multi-family housing maintenance, or building facilities maintenance industries, or any equivalent combination of education, training, and experience which, in the sole determination of the CHA, provides the required knowledge and abilities.

Interested candidates should submit a resume or completed CHA application to: Chattanooga Housing Authority, P.O. Box 1486, Chattanooga, TN 37401, Attn: Human Resources or e-mail to hr@chahousing.org.

Applications will be accepted until the position is filled.

Equal Opportunity Employer