

**HOUSING AUTHORITY OF BREVARD COUNTY  
JOB DESCRIPTION**

**POSITION TITLE:                    **MAINTENANCE MECHANIC****

**NATURE OF WORK:**

This is a skilled position dealing with all trades in the construction and maintenance fields. This position is responsible for performing skilled carpentry, plumbing, masonry, electrical, HVAC, painting and appliance repair. Specialized work may be required in Waste Water Treatment and HVAC installation and repair. Work is directed, assigned, and reviewed by the Working Foreman. Blueprints, site plans, and/or work orders may be used to take-off material and labor.

**TYPICAL DUTIES:**

- 1) Perform general carpentry work in the construction, alternation and maintenance buildings, floors, roof partitions, doors and windows.
- 2) Prepare surfaces and plaster or resurface plaster walls, grout joints, lay up brick and block and work concrete as required.
- 3) Prepare surfaces and apply prime, intermediate and finish coats of paint to a variety of surfaces by use of brush, roller, and spray gun. Mix paints to match existing paint where necessary. Clean tools. Make minor repairs to equipment and painting apparatus.
- 4) Tear down and rebuild mechanical equipment to include burning and/or welding as required.
- 5) Repair gas leaks in refrigeration equipment to include replacement of compressors, evaporators and condensers with associated dryers and purging.
- 6) Remove and replace plumbing fixtures, caulk lead joints, sweat and flair copper joints as required. Open drain lines and detect sewage leaks as required. Set hot water heaters, boilers and/or furnaces to include conditioning and operational checks. Install or rehabilitate radiators, fan coils, condensers, evaporators and other central heating/air conditioning equipment.
- 7) Install or rehabilitate fuse panels, weather heads and other central electrical distribution equipment. Check out circuits; remove and replace defective wire(s) in equipment and/or systems as necessary. Install conduit and pull wire to facilitate expanded electrical service as required. Performs other related work as required.
- 8) Inspect health and safety features on each assigned public housing unit. This includes smoke detectors, fire extinguishers and all utilities.
- 9) Responsible for the care and safekeeping of company vehicle and tools as assigned.
- 10) Pick up trash and litter within the development.
- 11) Report all lease violations to management.
- 12) Other general duties as assigned.

**JOB DESCRIPTION:****MAINTENANCE MECHANIC****KNOWLEDGE, SKILLS AND ABILITIES:**

- Considerable knowledge of the methods, materials, tools and practices of the carpentry, painting, plumbing, masonry and electrical trades. Considerable knowledge of the hazards inherent to the work as well as applicable industrial safety precautions and OSHA standards.
- Ability to understand oral and written orders to include plans and specifications and general descriptive outlines of work requirements.
- Considerable manual dexterity in use of all tools associated with the five major construction trades.
- Ability to make time and materials take-off from blueprints.
- Ability to plan, organize and execute work requirements with minimal supervision.
- Ability to coordinate members of work team.

**TRAINING:**

Graduation from an accredited high school or equivalent. Licensed and/or certified in construction trade preferred. A combination of education and experience may be considered.

**EXPERIENCE:**

Minimum of seven (7) years experience in construction and/or maintenance work.

**SPECIAL REQUIREMENTS:**

- Employment is contingent upon passing a background investigation and motor vehicle report.
- Incumbent must obtain and maintain a valid Florida driver's license and meet the Authority's insurance provider's requirements to drive a company vehicle.
- Incumbent must be a Brevard County resident or be able to establish residency within six months of employment.

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**APPLICATION INFORMATION**

All qualified applicants will receive due consideration for employment without regard to race, age, religion, sex, color, or national origin. No qualified handicapped person shall, on the basis of the handicap, be subjected to discrimination in employment.

1. EMPLOYEES OF THE HOUSING AUTHORITY: Submit request in writing to the Human Resources Office.
2. ALL OTHER APPLICANTS: Apply Online or In Person
3. ADDRESS: Housing Authority of Brevard County, 1401 Guava Ave, Melbourne FL
4. STARTING SALARY: \$14.37 per hour.
5. AUTHORIZED TO HIRE THIS 5th DAY OF April 2016.
6. Closing date for applications: Open until position filled.

Maryanne Wilcox  
Director of Housing Officer

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