

Saugus Housing Authority

Maintenance Supervisor

The maintenance supervisor is responsible for all aspects of maintenance including assigning work to four staff, provide guidance to carry out routine and preventative maintenance, work with vendors of goods and services, and assist with developing and implementing capital and maintenance plans.

Five years of maintenance experience required. Supervisory and building trades experience preferred. Overtime and weekend work are required when needed. Must have basic computer skills. Must speak, read and write well in English. Driver's license and high school diploma or GED required. Must be able to climb ladders and stairs, work in crawl spaces and stand for extended periods of time. Must be able to lift 60 pounds.

Please send cover letter and resume to saugus@saugusha.com with Maintenance Supervisor in the subject line. In your cover letter, please state why you would be a good fit for the job. Position open until filled. Physical required. Drug free workplace. Minorities, women, persons with disabilities and veterans encouraged to apply. EOE.

Benefits:

- Health insurance
- Paid time off
- Retirement plan

Work Location: In person