



HOUSING AUTHORITY OF THE CITY OF FORT WORTH

Human Resources Department
1201 E. 13TH STREET, FORT WORTH, TEXAS 76102
817-333-3452 Fax 817-348-0496 Job Line 817-810-0189

OPEN RECRUITMENT *Job Opportunity*

April 12, 2011

CLASSIFICATION: MAINTENANCE MECHANIC B

REPORTS TO: Working Foreman
HOURS: Full Time
PAY RANGE: \$13.05 -- \$14.89 Per Hour
CLOSING DATE: Open Until Filled

Duties and Responsibilities:

General maintenance of Authority housing developments & grounds. Performs major carpentry, electrical, plumbing repairs & general repairs on mechanical equipment in response to service requests & inspections of units at assigned housing development. Repairs or replaces wiring, parts for electrical outlets, switches, light fixtures, & breaker switches/fuses. Checks for & repairs gas leaks. Repairs or replaces plumbing fixtures & fittings: showers, leaky faucets, clogged drains, sewer lines, damaged toilets, sinks, & water cutoffs. Repairs or replaces water heaters. Installs or replaces window and door screens, door knobs, & dead bolt locks. Repairs or replaces worn or damaged tile floors. Repairs, adjusts or replaces various appliances & equipment, such as refrigerators, gas and electric stoves, heaters, electric motors, water heaters, & smoke detectors. Performs minor welding or soldering on window & door screens, burglar bars, & water pipes. Documents in writing appropriate events & activities. Makes repairs pursuant to Uniform Physical Conditions Standards. (UPCS) Responds to emergency calls after hours & weekends on a rotating standby & backup basis. Assists in delivering monthly eviction notices. Maintains maintenance of assigned fleet vehicles & makes keys.

Qualifications and Knowledge

High School graduate (or GED) or possess a vocational technician certification beyond high school or an equivalent combination of technical training & experience. Must be EPA Certified Type 1 & 2 A/C Qualified, four (4) years experience &/or training in building construction or maintenance, or repair or maintenance of mechanical equipment. Good knowledge of techniques, methods, materials, & equipment used in plumbing, carpentry, electrical repairs; & in the repair of household appliances & heating systems. Ability to understand & apply UPCS. High degree of skill in one or more trade crafts & working knowledge of all maintenance crafts. Skill in the use of various hand tools, power tools & test equipment. Ability to read & understand moderately complex repair manuals, instructions/warnings on cleaning agents; write service requests, maintenance reports, & inspection reports. Ability to establish & maintain effective working relationships with other Authority employees & residents. Ability to accurately & completely document in writing appropriate events & activities. Ability to communicate in English & Spanish is highly desirable. Bondable. Valid Texas driver's license. Eligible for coverage under Authority fleet auto insurance. Must be able to pass drug test & background check, & FWHA assessment test. Compensation DOE. EOE/AE/ADA/D/V.

All candidates must provide a completed FWHA employment application. **Resumes will not be accepted in lieu of applications.** Employment applications may be obtained at the main office located at 1201 E. 13th Street, Fort Worth, TX 76102 between the hours of 8:00 AM - 4:30 PM Monday-Friday, or you may print an application from our website at www.ftwha.org. You may also request an application be mailed to you by calling 817-810-0189. List the position title on your application. All candidates considered for employment will be subject to drug testing, background check, and FWHA assessment testing. **Application may be mailed to the above address, faxed to the HR Department at 817-348-0496 or emailed to: tammy@ftwha.org.** No applications/resumes accepted after noted closing date on announcement.