

COMPANY PROFILE:

Since 1997, Patrick Properties Hospitality Group has unveiled five of Charleston's grandest properties and estates, faithfully restored and transformed into exquisite venues for special events. We believe that moments matter, and our experienced team is committed to making each one extraordinary, with unrivaled service and professional expertise.

POSITION: Maintenance Technician

REPORTS TO: Maintenance Supervisors

STATUS: Full-Time Hourly

DESCRIPTION:

The Maintenance Technician will have the primary responsibility of the day-to-day routine maintenance, repair, and upkeep of Patrick Properties' five private event venues, as well as multiple residential and tenant properties. To successfully perform the duties of a Maintenance Technician, an individual must be trustworthy, reliable, a skilled jack-of-all, be able to work well in a team setting, and be able to work independently with little supervision, ensuring completion of assigned tasks.

POSITION DETAILS:

- Perform a variety of general maintenance tasks, such as painting, electrical, plumbing, carpentry, masonry, HVAC troubleshooting, etc. on all PPHG-owned buildings, grounds and plantings, utilities and mechanical/electrical systems, parking areas, roadways, kitchen equipment, and vehicle fleet.
- Using manufacturers' recommendations and job knowledge, establish and carry out preventative maintenance programs for PPHG, including the tools and equipment required for this position's tasks.
- Maintains essential inventory of grounds and facilities supplies, purchases necessary supplies and equipment within the company's purchasing guidelines.
- Makes routine and scheduled foot patrols of company assets, grounds, and parking lots, maintaining a high degree of visibility at all times.
- Ability to meet a flexible work schedule, including weekends, and be available on-call for emergencies by telephone, cell phone text messages, and email.

QUALIFICATIONS:

- High school diploma or equivalent.
- Prior experience with commercial building maintenance or a similar role.
- Skilled in light plumbing, electrical, carpentry, painting, and general maintenance. All repairs and updates to be performed with a high level of attention to detail.
- Must possess a diverse skill set and can handle problem-solving, as well as devise project plans for preventive maintenance tasks.
- Have no fear of heights or insects

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- Certifications and extensive experience for the following are a plus:
 - HVAC and refrigeration or equivalent certification
 - Commercial kitchen equipment maintenance and repairs
- Must hold a valid Driver's License and transportation.
- Excellent interpersonal and organizational skills.
- Complete all on-call needs and requests, as necessary.
- Values community, brings a spirit of enthusiasm and energy.
- Ability to communicate effectively utilizing interpersonal skills to maintain effective relationships with other department staff, faculty, and the community
- Demonstrates core values of respect

PHYSICAL REQUIREMENTS: (This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following physical needs.)

- Ability to lift up to 70 pounds without assistance
- Frequently required to walk distances; use hands and fingers to handle, or, objects, tools, or controls; and reach with hands and arms. May require climbing and working from ladders.
- The employee must occasionally lift and/or move heavy objects, climb ladders, stand for long periods of time, operate machinery, and drive company vehicles.
- Specific vision abilities required for this job include close vision and ability to adjust to distances and focus at various distances.
- Position may require frequent bending, stooping, and walking; work is both indoors and outdoors, and exposure to various weather conditions and extreme weather for periods of time. Also, exposure to dust and harsh chemicals that, if not handled properly, may present a health hazard.
- Maintain and enforce all applicable OSHA, DHEC, and DEQ programs.
- Walk over uneven terrain to make repairs and inspections.
- Squatting, stooping, kneeling to examine facilities and equipment.
- Climbing ladders and scaffolding to make inspections.
- Ability to work in a variety of weather conditions, to include emergency situations.

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