



CUYAHOGA VALLEY  
CAREER CENTER

## Cuyahoga Valley Career Center

### Job Posting #5290 Log Sheet

**Job Posting Date:** 9/26/2024

**Employer Information:**

The Brewer-Garrett Company <b>Contact:</b> Nikki Werner 6800 Eastland Road Middleburg Heights, Ohio 44130 <b>Phone:</b> 440-243-3535 <b>Ext:</b> 125 <b>E-mail:</b> nwerner@brewer-garrett.com
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**Main Business:**

Facilities Solutions
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**Job Title:**

General Maintenance Technician
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**Full/Part-time:**

Full-Time
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**Job Hours:**

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**Job Duties:**

General maintenance of facilities including by not limited to HVAC, Mechanical, Electrical, Plumbing, Grounds Maintenance, etc.
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**Compensation:**

\$22/hr
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**Special Notes / Additional Information:**

Apply here: <a href="https://brewergarrett.applicantpro.com/jobs/">https://brewergarrett.applicantpro.com/jobs/</a>
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**Minimum Age Requirement?**

18
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**How to Contact:**      Apply Online

**Seeking:**  
CVCC Alumni, Adult /Job Seeker

**Program Area:**  
General, Construction Technologies, Engineering & Science Technologies

**E-mailed Job Posting on:** \_\_\_\_\_

**Notes:**

## THE BREWER-GARRETT COMPANY JOB DESCRIPTION

**TITLE:** General Maintenance Technician

**DEPARTMENT:** Service

**REPORTS TO:** Maintenance Supervisor

**SUBORDINATES:** N/A

**LOCATION:** Richfield, Ohio & Bedford, Ohio

**FLSA STATUS:** Non-Exempt

**APPROVED/REVISED DATE:** August 2024

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Brewer-Garrett is a facility solutions company. Our goal is to make buildings more energy-efficient through HVAC design, electrical upgrades, building automation systems design and installation, maintenance, and repair. We are a solution-based business with a proven track record of saving our ~~clients~~clients money through reduced energy usage while improving their overall carbon footprint. Our team is second to none. Their creativity and dedication to providing solutions for our clients is their #1 priority. Their collaborative approach to projects is what sets BG apart from the rest of the industry. Our company is built upon the talent and experience of our associates, and we are looking for a customer-minded General Maintenance Tech to add to our growing teams.

### JOB SUMMARY:

The General Maintenance Technician will be responsible for all residential building maintenance, repairs, and inspection of facilities equipment (electrical, plumbing, carpentry, etc.).

### DUTIES/RESPONSIBILITIES:

- Provide excellent customer service to the client
- Inspect buildings, electrical systems, grounds, and equipment to ensure safe, well-maintained conditions, identify hazards, defects, and the need for adjustment or repair
- Perform minor troubleshooting and repairs; replace light bulbs, light fixtures, electrical sockets, light switches, ballasts, and fuses
- Identify and perform basic service and repair on plumbing fixtures, open clogged lines and drains in sinks and toilets, replace water faucets, etc.
- Perform basic carpentry: repair drywall, paint walls, fix doors, windows
- Inform management personnel regarding procedures and/or status of work orders to provide information for making decisions, taking appropriate action, and/or complying with building and safety regulations
- Request equipment and supplies to maintain inventory and ensure availability of items required to complete the necessary installation and/or repair
- Respond to emergencies after hours, if necessary
- Complete work orders and requests promptly using employer provided phone
- Follow all policies and procedures established in the Brewer-Garrett Manuals and Client Contract documents

- Remove snow and salt walkways
- Document all building and life safety inspections
- Maintain vehicle (if applicable), tools, communication devices (i.e., iPad, phone laptop), and equipment to ensure availability in safe operating condition
- Participate in meetings, workshops, training, and seminars, as assigned to convey and/or gather information required to perform job functions

**SALES RESPONSIBILITIES:** None

**SUPERVISOR RESPONSIBILITIES:** None

#### **QUALIFICATIONS:**

- High school diploma/GED required
- Trade school graduate/military school or apprentice program, preferred
- 3+ years of experience in a maintenance or construction field
- 3+ years of relevant experience, specifically in the following areas: Plumbing, Electrical, Drywall, and Painting
- Experience using power tools and hand tools
- Experience using electrical metering devices
- HVAC experience is a plus
- Driver's license and reliable transportation required

#### **KNOWLEDGE, SKILLS & ABILITIES**

- Demonstrated skills and knowledge of building maintenance responsibilities, including but not limited to plumbing, electrical, carpentry, drywall installation, etc.
- Excellent communication skills (oral and written); must be able to communicate effectively and timely
- Ability to maintain positive working relationships
- Strong organization and time-management skills
- Professionalism and tact must be demonstrated in all interactions
- Ability to maintain satisfactory attendance
- Flexibility, adaptability, and willing to learn new concepts and skills

#### **WORKING CONDITIONS**

Work will be performed in a healthcare facility. The employee may be in indirect contact with hazardous materials, gases, or liquids common in healthcare environments. Direct contact with hazards including those typical when working with plumbing and electrical systems, power tools, hand tools, and other materials, gases, or liquids that may be used while performing functions of the job.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands and fingers to grasp, handle, manipulate, or feel objects, tools, and controls; reach with hands and arms; climb stairs or ladders; speak or hear. The employee must occasionally lift or move objects up to 50 pounds.

## BENEFITS

- Medical, Dental, and Vision
- 401(k) with Employer Match
- Employer-paid disability benefits
- Life and Critical Care Insurance
- Health Savings and Flexible Spending Accounts
- Employee Assistance Program
- Paid-time off
- Open-door policy
- Collaborative culture

Apply now to find out why our Associates think that Brewer-Garrett is a great place to work!

Brewer-Garrett is proud to be a Drug-Free Workplace.

Brewer-Garrett is an equal opportunity employer, all qualified job applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or veteran status.