



GENERAL MAINTENANCE TECHNICIAN POSITION

REPORTS TO:	Finance Manager
STATUS:	Part-Time
SHIFT:	flexible schedule between the hours of 7 a.m. & 5 p.m. Monday-Friday
START DATE :	As soon as possible
SALARY:	\$15 per hour

ABOUT CADA:

The Committee Against Domestic Abuse (CADA) provides safety and support to victims of domestic and sexual violence through education, advocacy, and shelter. CADA's administrative office is in Mankato with services in Blue Earth, Brown, Faribault, Le Sueur, Nicollet, Sibley, Waseca and Watonwan counties and offices in Gaylord, New Ulm, St. Peter, and Waseca.

JOB DESCRIPTION:

CADA has an opening for a General Maintenance Technician. The General Maintenance Technician performs semi to skilled tasks of routine difficulty using basic skills and knowledge to perform general repair and maintenance of the building, equipment and equipment installation within the building. Employee would normally perform work at various times that may involve all areas of building repair and maintenance.

- Drywall patching and repair
- Painting
- Carpentry as needed
- Caulking and sealing
- Installation of basic facility amenities (doors, furniture assembly, etc.)
- Basic plumbing tasks (replace/repair toilets and sinks, unclog toilets, etc.)
- Basic Electrical experience (replace/upgrade fixtures)
- Light appliance repair
- Seasonal maintenance and snow removal on sidewalks
- Other building maintenance tasks (replace lightbulbs, switching out A/C filters, door repair, flooring repair, window repair, etc.).
- Ensure scheduled maintenance for vehicles and equipment is completed timely.
- All other duties as assigned.

MINIMUM QUALIFICATIONS:

- Valid Driver's License
- Successfully pass Dept. of Human Services background check.
- Basic knowledge of practices, work methods, tools and equipment associated with building maintenance trade.
- Ability to operate hand and power tools associated with building maintenance field.
- Ability to follow detailed oral and written instructions.
- Sufficient strength to perform some heavy lifting and work on ladders on an occasional basis.
- Ability to exercise basic human relations skills in establishing and maintaining effective working relations within the organization

PREFERRED QUALIFICATIONS:

- Three to four years of related experience preferred

PHYSICAL DEMANDS:

- Required to lift, push, or pull up to 75 lbs. on occasion.
- Exercises precaution in handling materials, mechanical, and electrical hazards.
- May be exposed to dusts, fumes, and odoriferous working conditions.
- May be required to wear protective clothing such as back braces, face masks, rubber gloves, etc.
- May be required to crouch, kneel, bend, or stand for long periods.
- May be required to work outdoors in inclement weather.
- May be subjected to motor or machine noise.

HOURS AND RATE PAY:

5-10 hours per week; flexible schedule between the hours of 7 A.M and 5 P.M.
\$15.00 per hour.

TO APPLY: Please send a cover letter and resume to bradg@cadamn.org.

If you are unable to submit your documents online, send them to:

Attn: Human Resources
CADA
PO Box 466
Mankato, MN 56002

CADA is an equal opportunity employer and does not discriminate on the basis of race, religion, national origin, gender, age, or lifestyle.