

National Business Management

**Job Description:
MAINTENANCE ASSOCIATE**

PURPOSE:

This position is responsible for providing primary support to the Maintenance Manager in the maintenance efficiency of the self storage facilities in order to create and maintain a desirable environment for current and prospective customers.

JOB SPECIFICATIONS:

A. Required Skills, Knowledge and Abilities

1. Ability to perform general property maintenance and light repair work as outlined below.
 - a. Interior and exterior painting.
 - b. Drywall repairs.
 - c. Routine maintenance on roll up doors, a/c's, irrigation system, etc.
 - d. Repairs to building fixtures.
2. Ability to work independently and give attention to detail.
3. Ability to utilize appropriate resources to resolve problems and follow through to resolution of the problem.
4. Ability to work cooperatively and collaboratively with a group of individuals organized for a particular purpose to make the work of the group successful and effective.
5. Ability to demonstrate flexibility.
6. Valid driver's license and possible use of own vehicle.

B. Desired Education and Experience

1. High School diploma or equivalent. A minimum of one year experience in property maintenance or a combination of education and experience providing equivalent knowledge.

C. Supervision

1. Given – none
2. Received - direction received from the Maintenance Manager

PRIMARY RESPONSIBILITIES AND ACTIVITIES:

- A. Participate in the ongoing process of continual improvements that can be noticed by our customers to assure a high degree of customer satisfaction.**

I have read the above job description and understand the duties, responsibilities and requirements of said job.

Signed: _____ Date: _____