



Building and Grounds Technician

(Charlestown, MA)

About Our Award-Winning Company:

Peabody Properties, Inc. (PPI) is a full-service real estate company with a tradition of success. Committed to maintaining communities and relationships for four decades, we are your trusted partner specializing in residential and condominium management, marketing and leasing, construction management, capital improvement, relocation, assisted and supportive living services and real estate brokerage. *Peabody Properties is an Equal Opportunity Employer.*

Our Vision and Mission:

Our Vision is our motto, *"We put the HOME in housing"*. Our mission is to deliver exemplary service through F – I – S – H. **(F) Fiscal** responsibility to our clients; **(I) Integrity** in all aspects of our business practices; **(S) Stability** of 40 years of meeting our clients' business needs; **(H) Humility** in our business relationships with clients and residents and a commitment to always listen.

Our Core Values:

- Respect is key in all aspects of employee, resident, owner and client relationships and communication.
- Each resident deserves professional and responsive service.
- The workplace is place for employees to learn, grow, excel, enjoy and collaborate to meet the mission of Peabody Properties.
- Each client can expect exceptional service and proactive employee response.
- The company has a social commitment to strengthen its connection to the communities in which we serve.
- We embrace diversity, creative thinking and new ideas while striving to create a spirit of teamwork and cooperation in all that we do.

ABOUT THE PROPERTY

Mishawum Park Apartments is a 337-unit development located in historic Charlestown, MA. The site has 19 buildings that stretch over six (6) city blocks along Main Street with side streets that go all the way back to Rutherford Avenue. The property is a very visible community within the neighborhood and as such, the customer service factor and attention to detail required by this person in this capacity must be very hard. Although the work is sometimes hard, it is very rewarding.

About The Job:

- Clean grounds and remove litter daily
- Provide daily upkeep of the various buildings and grounds including both interior and exterior cleaning and removal of trash
- Take ownership and show pride in overall care of grounds
- Perform necessary seasonal grounds maintenance including but not necessarily limited to winter snow/ice removal, leaf clean-up in fall, spring and summer lawn care including using a variety of professional grade landscaping equipment
- Will assist with competing basic work orders as requested
- Perform other duties as may be assigned that are within the general scope of the position

REQUIREMENTS OF THE POSITION:

- 2+ years' hands on experience with cleaning and/or grounds maintenance
- Ability to communicate effectively, both written and verbal
- Ability to take initiative and be self-motivated
- Willingness to learn new tasks and take an active role on our team
- Excellent customer service skills

Education and Experience:

- Requires High School Diploma or GED, as well as a valid driver's license. Prior experience in the facilities maintenance field with a minimum of 2 or more year's related job experience with basic carpentry, electrical, plumbing and overseeing capital improvement projects.

Compensation and Benefits:

Peabody Properties, Inc. offers competitive pay along with a rich benefits package that includes, but is not limited to, medical, dental, 401(k), Roth IRA, STD, life insurance, Employee Assistant Programs (EAP), paid time off, paid holidays, paid training, tuition reimbursement, wellness programs, employee referral bonuses, and flex spending.

EEO Statement:

Peabody Properties, Inc. is an Equal Opportunity Employer and is committed to workforce diversity. We evaluate qualified applicants without regard to race, color, religion, sex, national origin, disability, veteran status, gender identity, sexual orientation and other legally protected characteristics. If you require a reasonable accommodation because of a disability for any part of the employment process, please e-mail our Company Recruiter and let us

know the nature of your request and your contact information. Smoke-free workplace. Drug-free work environment.

How To Apply:

Please submit your resume, along with a cover letter stating salary expectations, via e-mail to Michelle Frederick (Company Recruiter) at mfrederick@peabodyproperties.com, or via FAX at (617) 663-6383. Submissions may also be sent by mail to: Peabody Properties, Inc., Attn: Michelle Frederick, 536 Granite Street, Braintree, MA 02184.

Company Website: <http://www.peabodyproperties.com/>

Social Media:

YouTube: <https://www.youtube.com/user/peabodyprop/>

Facebook: <https://www.facebook.com/PeabodyProperties/>

Twitter: <https://twitter.com/peabodyprop>

LinkedIn: <https://www.linkedin.com/company/peabody-properties-inc->

The logo for Peabody Properties, Inc. features a large, stylized blue letter 'P' on the left. To the right of the 'P', the words 'PEABODY' and 'PROPERTIES, INC.' are stacked vertically in a blue, serif, all-caps font. The text is slightly faded and positioned behind the main body of the 'P' graphic.

PEABODY
PROPERTIES, INC.