

Maintenance Superintendent

Maloney Properties, Inc. is seeking candidates for a multi-site Maintenance Superintendent to oversee over 270 units of scattered sites in the Chinatown area of Boston and Quincy, MA. Preferred work hours are 8:00am to 4:00pm, Monday to Friday but can be negotiable. The successful candidate will have at least 5 years of experience with staff supervision, building and maintenance systems, overseeing preventive maintenance programs as well as the vendors and contractors. Experience with general maintenance to include painting, plumbing, electrical, carpentry, appliances, and HVAC is required. Excellent communication and customer services skills are required. Yardi knowledge preferred. Must have a valid driver's license and vehicle. Ability to participate in emergency calls and snow removal is a must. Bilingual in English/Mandarin, Cantonese or Spanish is as plus.

The successful individual will have a strong desire to be part of a true, diverse team and to work in an environment that fosters learning and professional development through interaction with other property management professionals in a stable and growing company. The successful candidate will have had a positive experience of working as part of a team of professionals. Maloney Properties has a proven track record in employee development and sees its employees as its future leaders. Maloney Properties is an Equal Opportunity Employer.

Maloney Properties, Inc. specializes in the management and marketing of large residential properties. Currently, Maloney Properties is involved with over 85 housing developments containing over 8,500 units of housing. These properties, consisting of townhouse communities and luxury high-rise developments are primarily located in Boston, and the Greater Boston area. Maloney Properties, Inc. also manages several large residential communities in the States of Vermont, Rhode Island and New Hampshire.

At Maloney Properties, we offer our employees a competitive salary and benefits package that includes a 401(k) plan, medical and dental insurance, life and long-term disability benefits, paid sick time, paid company holidays and paid vacation, recruitment bonus benefits, confidential employee assistance programs and tuition reimbursements. EOE

Interested candidates should apply online via:

<https://www.hirebridge.com/v3/application/applink.aspx?cid=6584&jid=441605>