

Multi-Site Maintenance Superintendent

Maloney Properties, Inc. is seeking candidates for a full-time Maintenance Superintendent position. The work hours are 7:30am to 3:30pm, Monday to Friday. This role will oversee the maintenance programs for 246 units of elderly and family housing in Waltham, Belmont, Arlington, and Watertown. The successful candidate will have experience with building and maintenance systems, overseeing work orders, unit turnovers, inspections, preventive maintenance programs, staff supervision, and scheduling contractors and vendors. Experience with general maintenance to include painting, plumbing, electrical, carpentry, appliance repair, and HVAC is required. Must have experience working between multiple sites. Prior experience in residential maintenance is required. Excellent communication and customer services skills are required. Knowledge of Yardi is preferred. Must have a valid driver's license and your own vehicle. Must be able to participate in emergency calls and snow removal.

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://recruit.hirebridge.com/v3/application/applink.aspx?cid=6584&jid=455005>