

Maintenance Superintendent

Trinity Management, LLC. has an immediate opening and great career opportunity for an experienced Maintenance Superintendent to oversee all aspects of maintenance for a mid-rise residential property located in Woonsocket, RI.

The successful candidate will have basic knowledge of plumbing, electrical, appliance repair, carpentry, and HVAC. Previous apartment maintenance experience is required. Knowledge of Yardi is a plus. A valid Driver's License and the ability to participate in emergency on-call service rotation and snow removal are also required. Bilingual in English/Spanish is preferred.

Responsibilities include completing all property work orders, on-call emergency maintenance, snow removal, conducting site and unit inspections, coordinating and supervising contractors and vendors, purchasing materials, supervising the day to day maintenance and janitorial duties of the property, budget tracking, maintaining maintenance records, executing a preventive maintenance program.

Qualified applicants are encouraged to submit resumes and salary requirements to:

ereed@trinitymanagementcompany.com