



Position: Assistant Maintenance Director

Location: Chateau Pacific - 3333 148th St SW Lynnwood, WA 98087

Compensation: DOE

Chateau Pacific lives our mission statement every day. To work with each resident to create a unique retirement lifestyle that enables our Resident's to live happier, healthier, longer lives on their own terms. If you are looking to make a difference when you go to work, truly enjoy the time spent with your Residents and desire to work as a team with your co-workers, Chateau Retirement Communities may be the employer you are looking for.

The Assistant Maintenance Director is responsible for the day-to-day operation of the maintenance department within the community. Primarily, maintaining a clean, safe and comfortable environment for the residents and staff.

Knowledge, Skills, and Abilities:

- Possesses a solid understanding of systems such as HVAC, plumbing, electrical and mechanical
- A background in maintaining water source heat pumps preferred if applicable
- Possesses a basic understanding of safety and fire codes
- Able to make responsible choices and decisions and act in the resident's best interest
- Exhibit a caring and compassionate attitude while articulating true concern for people
- Possesses the ability to effectively read, write and communicate in English
- Fundamentals, Dementia, and Mental Health
- Valid CPR and First Aid

Reports to Maintenance Director

Hourly/Supervisory/Non-Exempt

Areas of responsibility:

- Community needs
- Administrative
- Systems
- Training

Community needs:

- Prepare apartment(s) for new residents
- Assist with move-ins / move-outs
- Responds in a timely manner to requests and concerns from Residents, Family members, and Team members
- Check the work order system daily for any requests or needs
- Touch up paint throughout the community
- Maintain the grounds, trash, sweep etc.
- Actively participate in monthly safety committee
- Administrative:
- Oversee departmental budget and ensure labor and expenses are within budgetary guidelines
- Oversee hiring, scheduling, supervision and coaching of all maintenance team members
- Oversee completion of performance evaluations and counseling as needed
- Maintain an updated vendor/contractor telephone list with emergency telephone numbers
- Order supplies and chemicals

Systems:

- Maintain the HVAC system to ensure proper air quality and comfortable temperature throughout the building
- Test and schedule inspections on the fire protection systems as required by code
- Test the resident security systems
- Maintain the lighting system, both interior and exterior at peak performance
- Maintain the plumbing system which includes monitoring and adjusting the domestic hot water system to insure code compliance
- Perform preventive maintenance tasks

Benefits:

Competitive Pay • 90% Employer paid Medical/Dental • Vision • Life Insurance • Employer matching 401k • Paid Holidays • Paid Sick Leave • Paid Vacation Leave • Discounted Employee Meals • Referral Bonuses • Free Parking • Monthly ORCA Card Reimbursement • Movie Tickets for your Birthday • Meal of Fortune program • Bridge Program (HCA to CNA) • Wellness "Bloom" Program • Verizon Cell Phone Corporate Discount • Engagement Award • CNA License Annual Reimbursement • Tuition Program

To find out more about this opportunity, visit our website at ww.chateaurretirement.com or you may also stop by our community to complete an application to see for yourself all of the warmth Chateau has to offer.

Chateau Retirement Communities is an equal opportunity employer.