



# NYCHA is **HIRING**

## **MAINTENANCE WORKERS**

The New York City Housing Authority (NYCHA) is seeking to immediately hire skilled candidates for approximately 100+ **Maintenance Worker** positions. The selected candidates will perform repairs in residential apartment buildings and will be assigned to various development locations throughout the five boroughs of New York City.

NYCHA is the nation's largest public housing authority, with an operating budget of \$3.3 billion and over 11,000 employees who manage and maintain 311 developments that house about 400,000 residents.

### **BENEFITS PACKAGE:**

- Hourly rate of pay is \$29.98 per hour. After two years of service, the hourly rate increases to \$31.16 per hour.
- Choice of fully paid basic health and hospitalization insurance plans for you and your family. Many other health plans to select from. Insurance becomes effective after 90 days of working.
- Union welfare fund will provide prescription drug coverage, dental and vision benefits effective after 90 days of working.
- Maintenance Worker is a unionized title represented by Teamsters' Local 237.

*Note: Any newly hired Maintenance Worker may choose to become a member of Teamsters' Local 237 but is not required to join. Membership or non-membership has no bearing on wages, hours, benefits or terms and conditions of employment.*

### **WORK SCHEDULE:**

- 40 hours per week, and all hired will be guaranteed 40 hours of work every week. There may be opportunities for overtime assignments.
- All newly hired Maintenance Workers will initially be placed on the traditional schedule of Monday through Friday from 8 a.m. to 4:30 p.m.
- Beginning in the first half of 2021, NYCHA will convert to use of alternate work schedules for Maintenance Workers referred to as "AWS." Newly hired maintenance workers will be reassigned to one of the compressed AWS schedules below.
  - **AWS schedule 1:** 4 days per week, 10 hours per day (8 a.m. – 6:30 p.m.), assigned to work every other Saturday as part of the regular work week:
    - ✓ Week 1: Monday, Tuesday, Friday, and Saturday
    - ✓ Week 2: Monday, Wednesday, Thursday, and Friday
  - **AWS schedule 2:** 4 days per week, 10 hours per day (8:30 a.m. – 7 p.m.), assigned to work every other Saturday as part of the regular work week:
    - ✓ Week 1: Monday, Tuesday, Friday, and Saturday
    - ✓ Week 2: Monday, Wednesday, Thursday, and Friday
  - **AWS schedule 3\*:** 4 days per week, 10 hours per day (8 a.m. – 6:30 p.m.)
    - ✓ Week 1: Monday – Thursday
    - ✓ Week 2: Monday – Thursday
    - ✓ Week 3: Sunday – Wednesday

*\* May be assigned to work on Sunday (on a rotating basis) and be on-call for emergencies and required to possess a valid driver's license and drive between developments.*

## **DUTIES AND RESPONSIBILITIES:**

Under direct supervision, the Maintenance Worker:

- Maintains, adjusts and makes minor repairs of building hardware, furniture, shelving and equipment.
- Replaces broken window and door glass. Repairs windows and sash.
- Makes minor repairs to masonry, woodwork, flooring and walls.
- Makes minor repairs to building electrical, plumbing and heating systems.
- Assists in relocating building equipment as directed.
- Visually inspects public buildings, structures and equipment to assess and check for defects, malfunctions and hazardous conditions.
- Visually checks for and records the observable conditions of the premises.
- Prepares and keeps records.
- Operates a motor vehicle to travel to and from work sites.

## **QUALIFICATION REQUIREMENTS:**

1. Three years of full-time satisfactory experience as a mechanic, journeyman or helper in the electrical trades, the mechanical trades, or the construction or maintenance of buildings; or
2. At least two years of full-time satisfactory experience as described in "1" above plus sufficient full-time training or education in the electrical, mechanical or construction trades in a trade school, technical school or vocational high school to make up the equivalent of three years of acceptable experience. Six months of experience will be credited for each year of full-time acceptable training or education.

## **HIRING PROCESS:**

- NYCHA does not have a NYC residency requirement. Employees may live outside of the five boroughs of NYC.
- Best efforts will be made to place newly hired Maintenance Workers to work at a NYCHA housing development in the borough in which they reside, or otherwise to minimize travel time, but no guarantees can be made.
- All candidates must present suitable documentation of legal authorization to work in the United States.
- All candidates will be subject to full-panel pre-employment controlled substance testing.
- Candidates to whom a conditional offer of employment is made are subject to a screening of any prior criminal convictions to the extent permitted by Article 23-A of the NYS Correction Law and the NYC Fair Chance Act.
- Candidates are subject to application processing fees totaling \$192.00:
  - \$60.00 fee for application processing
  - \$87.00 fee for fingerprinting and background investigation
  - \$45.00 fee for pre-employment-controlled substance testing

**Note:** Appointments made at this time are not permanent but are expected to be long term and could extend to a year or more. Those appointed may become eligible for permanent appointment if they take the civil service exam for Maintenance Worker. It is expected that this exam will be offered in 2021.

For immediate consideration, send your resume by email, with a subject line that reads "**NYCHA MAINTENANCE WORKER,**" directly to the following dedicated email box:

**[hr.recruitment@nycha.nyc.gov](mailto:hr.recruitment@nycha.nyc.gov)**