UPPER SIOUX COMMUNITY
PEZIHUTAZIZI OYATE

NOW HIRING

Position Title: Building Maintenance Technician

Department	Housing Department
Employment Type	Full-time
Work Schedule	Monday-Friday, 7:00 a.m. to 3:00 p.m.
Salary / Pay Range	$18-$21/hr.
Application Deadline	Open until filled

Position Summary

Under general Supervision, perform skilled and semi-skilled duties involved in cleaning, maintenance, repairs and general upkeep of properties owned and managed by the Upper Sioux Community Tribal Operations and Housing Authority. Work assignments are received in oral or written form and are executed with minimal supervision

Essential Duties and Responsibilities

- Complete routine maintenance tasks on time
- Complete maintenance requests in a timely manner
- Reports and responses to emergency calls for custodial assistance
- Clean facilities by vacuuming, sweeping, mopping, dusting, wiping surfaces on scheduled timeline or as needed
- Removes trash in accordance with established procedures
- Maintains accurate inventory of all materials, equipment, and tools
- Mowing/trimming/fertilizing, spraying weeds, and raking as needed
- Snow blowing, shoveling, hauling, and spreading salt as needed
- Minor plumbing and electrical fixture service and replacement
- General inspection and scheduling of maintenance or repairs of designated vehicles
- Minor window, door, trim, drywall, and cabinet repair and painting
- Reporting health and safety issues immediately to supervisor
- Other duties assigned by designated supervisor

Minimum Qualifications

- High School Diploma or GED equivalent required; must be at least 18 years of age.

Preferred Qualifications

- Experience in building maintenance, electrical, plumbing, and general repairs

Additional Requirements

- Must possess valid Minnesota Driver's License and be able to meet standards for driving Upper Sioux Community or Upper Sioux Community Housing Authority vehicles
- Must successfully complete a driving record and background check.

UPPER SIOUX COMMUNITY EMPLOYMENT REQUIREMENTS

All applicants must be able to successfully pass a pre-employment background check and drug screening and participate in random drug testing as required by Upper Sioux Community policy.

How to Apply

Interested applicants may review the complete job description and application requirements and download the Upper Sioux Community Employment Application by visiting the official Upper Sioux Community employment webpage: https://www.uppersiouxcommunity-nsn.gov/employment

Application Requirements

Applicants must submit the following:

- Completed Upper Sioux Community Employment Application
- Additional materials, such as a resume, cover letter, certifications, or licenses, may be required depending on the position.

Applications must be submitted by the stated deadline using one of the submission methods outlined below.

Application Submission

Applications may be submitted in person, by mail or emailed to:

Upper Sioux Community
Attn: Housing Director
P.O. Box 147
5722 Travers Lane
Granite Falls, MN 56241
hunterp@uppersiouxcommunity-nsn.gov

Questions

For questions regarding the position or application process, please contact Hunter Peterson/Housing Director at (320) 564-6303 or hunterp@uppersiouxcommunity-nsn.gov.

APPLICATION DEADLINE: OPEN UNTIL FILLED