



**Position:** Commercial Construction/Maintenance Working Lead

**Company:** Fixed Assets

**Overview:**

Fixed Assets is looking for a seasoned Construction/Maintenance Lead with a solid construction background and management experience to join our team. This person must have a valid driver's license and good track record driving to and from construction sites, excellent punctuality and can follow directions well. We are looking for an attentive, go-getter, people-person individual who wants to join a growing team that consistently performs and exceeds quality work.

**Duties and Responsibilities:**

- Performs electrical, plumbing, construction, remodeling, maintenance and carpentry-like tasks at commercial properties as directed.
- Proficient reading and understanding construction blueprints and specifications, as well as able to measure and calculate dimensions accurately.
- Complies with all safety regulations and quality control policies.
- Travel to jobs throughout metro area driving company vehicle.
- Provide excellent customer service to clients.
- Coordinate, communicate and manage projects with tenants, clients, vendors, service providers and contractors.
- Ability to work with specific systems, tools and equipment including but not limited to HVAC, plumbing, electrical, welding, cabinetry, jackhammers, saws, air compressors, boilers, extension ladders, etc.
- Work outside in all weather conditions as required.
- Ability to respond to after-hours emergency calls occasionally.
- Performs other related duties as assigned or requested.
- Hours over and above normal office hours will occur, including evenings, holidays, and some weekends. Schedule is subject to change based on business needs.

**Required Qualifications:**

- High School diploma or equivalent.
- 2-5 years' experience working in carpentry, maintenance, repairs, etc.
- Ability to work independently or as part of a team.
- Management experience.
- Driver's license with acceptable driving record.
- Mechanical aptitude and ability to use tools.
- Possess good verbal and written skills.
- Pass background and drug test.
- Strong safety awareness.
- Must be well-organized and have good project management skills.

**Benefits:**

- Health and dental insurance.
  - Paid time off.
  - 401k with match.
  - Company vehicle with gas card.
  - Training opportunities within company.
  - Pay commensurate with experience.
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