

CHARLESTON COUNTY HOUSING & REDEVELOPMENT AUTHORITY

is seeking a highly motivated and skilled applicants for the position of:

TRADES TECHNICIAN ASSISTANT-CUSTODIAN

The Trades Technician Assistant-Custodian will perform a variety of general semi-skilled maintenance/and repair functions (below the level of a skilled Maintenance Mechanic) in one of more of the crafts or trades. Provides assistance to skilled Maintenance personnel and may be assigned to specific functions such as general maintenance and repair without supervision as assigned by supervisor and as appropriate to skill level. Responsible for maintaining the Authority's offices and dwelling and non-dwelling facilities in a clean and orderly manner. Performs a variety of tasks involving cleaning and maintaining building and grounds and other related work for all managed properties. The omission of specific statements regarding duties does not exclude them from the position if the work is similar, related, or a logical assignment in association with this position.

Title: Trades Technician Assistant-Custodian

Reports To: Facilities Manager

Department/Division: Public Housing & Maintenance

FLSA Classification: Non-Exempt

Salary: \$10.75 - \$12.08 per hour

Benefits: SC Public Employee Benefits Authority Program

A completed CCHRA employment application is required for consideration. Resumes will be accepted only with a completed CCHRA application and will not be accepted as a substitute for an application. Applicants must possess a valid S.C. driver's license and be skilled and knowledgeable with personal computer equipment and Microsoft Office applications. The job vacancy announcement is not a contract. All positions will remain open until closed or filled. The status of a position may be changed at any time. Job applications are available at CCHRA.net, or apply in-person Monday thru Friday, 8:30 a.m. - 4:30 p.m. or Wednesday at 8:30 a.m. until Noon. Return completed application(s), *with job title in subject line*, in pdf format to hrapps@cchra.net or bring or mail to.

Human Resources Officer
Charleston County Housing and Redevelopment Authority
2106 Mt. Pleasant Street
Charleston, South Carolina 29403

HRApps@cchra.net

(This email address is for applications to available job positions only)

Due to the large volume of applications normally received, only those candidates chosen for an interview will be notified of position disposition. *Please do not call or email for status.* For further details, please visit CCHRA.net.

CCHRA is an Equal Opportunity Employer and Drug Free Workplace
CCHRA participates in E-Verify