

## Facilities Maintenance Assistant

LifeCircles, a Porter Hills PACE Partnership, is in need of a full-time facilities maintenance person to join our innovative geriatric health care program. The position will support our two facilities in Muskegon and Holland. The successful candidate's responsibilities will include:

- Perform routine maintenance and repair of the facilities and its equipment to include minor plumbing, painting, electrical, carpentry, mechanical, etc.
- Scheduling and facilitating contracted maintenance services.
- Perform minor at-home alterations for our participant's safety.
- Provide support to the LifeCircles center staff.
- Perform many other routine tasks and duties as assigned by the facilities manager.

Must possess, as a minimum, a high school education or its equivalent.

Candidates must have 2 years' minimum experience in a skilled maintenance position, contractor laborer or facility maintenance related position, possess an unrestricted driver's license, have a reliable vehicle with valid insurance coverage and a safe driving record.