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**Maintenance Superintendent**

**Maloney Properties – Voted “Best Place to Work” by our employee for 10 years!**

**Join our hard-working motivated team! Our reputation for customer service and quality workmanship is the best in the industry.**

**About Us**

Established in 1981, Maloney Properties, Inc. (MPI) is a successful women-owned business specializing in residential property management. We manage more than 10,000 units throughout the New England area.

We are a company with a human focus and feel passionately that our employees are our greatest asset. We are dedicated to teamwork, staff development and training.

We attribute our success to the effective working partnerships we create with both clients and staff.

Your Responsibilities

The Maintenance Superintendent will join a team of maintenance professionals in our New Hampshire Portfolio. The Residences at Chestnut is a new construction community in Manchester, NH. The property will consist of 142 affordable units, with phase one, 44 units being ready in May of 2025. Phase two, an additional 98 units will be ready in 2026. The work hours are 7:30am to 3:30pm, Monday to Friday. You will be hands-on and coordinate punch list items with contractors, coordinate building and maintenance systems, building inspections, complete work orders and unit turnovers, preventative maintenance programs, general cleaning, scheduling contractors and vendors, and maintenance supply inventory. You may also occasionally help at properties located in Nashua, NH and Haverhill, MA as needed.

Your Qualifications

At least 3-5 years of maintenance experience. Experience with general maintenance to include painting, janitorial, plumbing, electrical, carpentry, appliance repair, and HVAC are required. Excellent communication and customer services skills are required. Microsoft Word and Excel experience a plus. Knowledge of Yardi is plus. Must have a valid driver’s license and access to a vehicle. Ability to participate in emergency calls and snow removal is required. Bilingual in English/Spanish is a plus.

**Compensation & Benefits:**

MPI offers a family friendly workplace and healthy work-life balance. In addition to a competitive salary and benefits package we also offer the following:

* Training programs and opportunities that lead to employee advancement and promotions.
* Comprehensive benefits package including great health benefits, 401k, and more
* A generous Employee Referral Program with a bonus of up to $1,000 per hire.
* A generous vacation and holiday schedule

**Apply Now At:**

<https://recruit.hirebridge.com/v3/application/applink.aspx?cid=6584&jid=636370>

Maloney Properties is an Equal Opportunity Employer.