

CITY OF HACKENSACK

JOB OPENING ANNOUNCEMENT

Title: Building Maintenance Worker

Department:	Department of Public Works	Salary Range:	\$40,000-\$56,750
Date Posted:	6/2/2025	Position:	Full-Time, Contractual
Post Expires:	Until filled	Shift:	Monday-Friday 7am-3pm

Application Process:

Please email a copy of your resume to Cassandra Seshadri, Personnel Director, at apply@hackensack.org

Job Description

ROLES AND RESPONSIBILITIES

Seeking a reliable and hardworking Building Maintenance Worker to perform moderately physically-strenuous tasks involved in the repair and maintenance of municipal facilities.

- Ideal candidate has basic knowledge/hands-on experience in multiple trades, including carpentry, plumbing, painting, electrical, masonry, and general contracting repairs.
- Some examples of work include fixing doors, patching, painting, drywall installation, replacing plumbing fixtures, assembling and arranging furniture, and using power tools for minor repairs.
- Must have the ability to work from heights in excess of 10 feet using ladders, and to lift, push, pull 50 to 100 pounds.
- Ideal candidate should be able to perform individual assignments and work with a group for more complicated tasks, as well as maintain accurate records.
- May perform other similar duties as required.

EXPERIENCE AND EDUCATION REQUIREMENTS

Applicant must have two (2) years of previous experience as described above.

LICENSE AND CERTIFICATIONS:

Appointees are required to possess a valid New Jersey driver's license, CDL a plus.

REQUIRED SKILLS AND ABILITIES (INCLUDED BUT NOT LIMITED TO)

- Knowledge of procedures, materials, and tools used to perform repair and maintenance tasks within municipal buildings.
- Ability to operate handheld mechanical and manual equipment.
- Must be able to lift, push, pull up to 100 pounds.
- Ability to prioritize work orders, and use appropriate discretion when performing maintenance and/or replacements.
- Capable of abiding by safety precautions and identifying/reporting potentially dangerous conditions.
- Ability to read, write, speak, understand, and communicate English sufficiently to perform duties.

This is a full-time, contractual position which includes health benefits, generous PTO, and enrollment in the State Pension Plan upon permanent appointment.

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