

# B-G&G Management, LLC.

*Experience Apartment Excellence*

**Dali Place - Degas Manor – Monet Manor – Monet Place – The Pines of Gretna – Pines II**

## **Maintenance Technician**

### **Description:**

Under the direction of the Maintenance Supervisor, the Maintenance Technician is responsible for safely maintaining the physical condition and daily appearance of the community. Duties include preparing vacant apartments for occupancy, completing service repairs requested by residents, maintaining community grounds, common areas and parking lots.

The technician will

- Diagnose problems and make repairs in electrical systems and plumbing, appliances and general upkeep of apartment
- Complete 'make ready', to include trashing out units.
- Order maintenance supplies and inventory in the absence of the Maintenance Supervisor.
- Be available to be on call for after hour emergencies to include, but not limited to leaks, flood, fire damage, HVAC, plumbing and electrical.

*Criminal background investigation and drug screen required*

**Baton Rouge District Office – 763 Monet Drive #103A; Baton Rouge, LA 70806 – 225-923-2797**

**Gretna Office – 112 Homes Street; Gretna, LA 70056-2552 – 504-367-6222**