

CapRidge Partners – Raleigh, NC

CapRidge Partners is a value office investor and manager headquartered in Austin, Texas. CapRidge serves the major Texas markets along with select growth markets in the Southeast, Southwest and Mountain West. Founded in 2012 by Steve LeBlanc and Tom Stacy, two proven leaders in real estate, investments and commercial operations with nearly 40 years of combined experience, the company is dedicated to providing superior service to its investors and clients.

Maintenance Technician – Job Description

Position Summary

The ideal candidate will provide building engineering and general maintenance services in an office environment in the Raleigh-Durham, NC area.

Specific Duties – Include the following. Other duties may be assigned.

- Responsible for the day-to-day building operations including responding to tenant requests, performing repairs and maintenance of building systems.
- Maintain positive communication with building tenants. Evaluate, prioritize, respond and follow up on tenants' requests and problems.
- Perform repairs and adjustments to all building systems including HVAC, plumbing, mechanical, electrical and finishes.
- Inspect and maintain overall building's appearance.
- Direct and coordinate subcontractor activity for maintenance or repairs.
- Must be able to communicate effectively with team members and client representatives.
- Work in a safety-conscious environment.
- Proven record of excellent internal & external customer service.

Requirements

- 2 + years' experience in a commercial building environment.
- HVAC, BAS, DDC / electrical controls, plumbing, and general maintenance.
- Physical Condition – Ability to stoop, stand, climb, frequently lift up to 50 pounds of equipment (pumps, tools, ladders).
- Computer Skills – Proficient in Word, Excel, Windows and Energy Management System.

CapRidge offers a benefits package including health insurance with dental and vision, ten holidays each year, two weeks' vacation after one year (one week may be taken after first 6 months), 48 hours of PTO after 90 days, direct deposit, company phone or reimbursement up to \$85 per month for personal phone, IRA with employer contribution matching up to 3% of annual salary.

CapRidge Management, Inc. is an Equal Opportunity Employer.

Resumes can be sent to lhomeyer@capridgepartners.com.