

APLAHealth



APLA Health's mission is to achieve health care equity and promote well-being for the LGBT and other underserved communities and people living with and affected by HIV. We are a nonprofit, federally qualified health center serving more than 14,000 people annually. We provide 20 different services from 15 locations throughout Los Angeles County, including: medical, dental, and behavioral health care; PrEP counseling and management; health education and HIV prevention; and STD screening and treatment. For people living with HIV, we offer housing support; benefits counseling; home health care; and the Vance North Necessities of Life Program food pantries; among several other critically needed services. Additionally, we are leaders in advocating for policy and legislation that positively impacts the LGBT and HIV communities, provide capacity-building assistance to health departments across the country, and conduct community-based research on issues affecting the communities we serve. For more information, please visit us at aplahealth.org.

We offer great benefits, competitive pay, and great working environment!

We offer:

- *Medical Insurance*
- *Dental Insurance (no cost for employee)*
- *Vision Insurance (no cost for employee)*
- *Long Term Disability*
- *Group Term Life and AD&D Insurance*
- *Employee Assistance Program*
- *Flexible Spending Accounts*
- *12 Paid Holidays*
- *3 Personal Days*
- *10 Vacation Days*
- *12 Sick Days*
- *Metro reimbursement or free parking*
- *Employer Matched 403b Retirement Plan*

This is a great opportunity to make a difference!

This position will pay \$25.00 - \$26.92/hour. Salary is commensurate with experience.

POSITION SUMMARY:

Under the supervision of the Facilities Manager, the Facilities Maintenance Worker will perform all duties relating to the maintenance of agency property and assets in order to preserve a safe and aesthetically appealing work environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist with maintaining general building conditions both internal and external.
- Maintain and keep clean water cooler dispenser.
- Blow and hose down parking lot twice a week, maintain ramp at the food bank.
- Check stairways and clean up any spills.
- Pick up loose trash daily at Geffen location.
- Clean lunchroom appliances at Geffen location every Friday.
- Report safety findings and needed repairs to Facilities Manager for all locations.
- Performs general maintenance duties such as making minor repairs, doing minor paint jobs, changing light bulbs, cleaning up spills, keeping building clean, etc.
- Maintain and keep an inventory of all tools.
- Assist with mail distribution to all sites.
- Support as needed, the Facilities Operations Assistant.
- Provide set up assistance for special events when needed.

OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.

REQUIREMENTS:

Training and Experience:

High School diploma or GED required and a year related experience. Strong work ethic and ability to work successfully as a member of a team. Must be organized and have good communication skills.

Knowledge of:

Knowledge of standard safety practices using equipment and other requirements for workplace safety. Knowledge of operating standard office equipment.

Ability to:

Ability to communicate courteously and effectively with staff, volunteers and the public. Able to learn procedures quickly and meet deadlines. Ability to be attentive to details of cleanliness to facilities

WORKING CONDITIONS/PHYSICAL REQUIREMENTS:

This position requires driving up to 50% of the time, bending, reaching, stooping, lifting and moving of materials weighing up to 50 pounds. The position requires daily use of a personal computer to view and enter data, and occasionally will work on a ladder. Must be fully ambulatory; have 20/20 eyesight, or wear corrective lenses. Ability to work indoors and outdoors and in confined spaces.

SPECIAL REQUIREMENTS:

COVID Vaccination and booster required or medical/religious exemption. Must possess a valid California driver's license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes. On rare occasions may have to work a few hours on the weekend.

An Equal Opportunity Employer: minority/ female/ transgender/disability/veteran

To Apply:

Visit our website at www.aplahealth.org to apply or click the link below:
<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=116471&clientkey=A5559163F67395E0A2585D2135F98806>