

# **CLEVELAND HOUSING NETWORK, INC.**

## **Make Ready Crew Member**

**REPORTS TO:** Vacant Property Manager

### **POSITION SUMMARY**

This position is responsible for the make ready of vacant units to turn over to property managers for move-ins.

### **RESPONSIBILITIES**

- General demolition, clean out; electrical, plumbing, flooring services; carpentry, windows, gutters; drywall; interior/ exterior painting; concrete; yard clean up; tree trimming.

### **QUALIFICATIONS:**

- 2+ years of experience in general maintenance service
- Excellent customer service orientation and interpersonal skills
- Reliable and insurable transportation; tools
- Must be very detail and deadline oriented
- Must have strong work; ethic; able to work independently

If you are interested and meet the qualifications for this position please submit your cover letter and resume to Sandra Prokop in Hr via email at [sdurda@chnnet.com](mailto:sdurda@chnnet.com) or via mail at 2999 Payne Ave Suite 306 Cleveland, Ohio 44114.

**M/F/V/D -- EOE**