



## **MAINTENANCE & CONSTRUCTION TECHNICIAN**

### **ERES COMPANIES**

*Williston, ND*

#### **COMPANY OVERVIEW**

Founded in 2014, ERES Companies is one of the fastest growing and unique real estate firms in the world. Unlike other commercial real estate service providers, ERES provides a truly vertically integrated approach to meet a multitude of real estate needs seamlessly controlling projects from start to finish. Leveraging the comprehensive power of our service lines, we are enabled to research, analyze, and provide the most efficient, cost-effective solution available for our client's real estate investments. This translates to peace of mind in knowing that their needs, timeline, and budget are being considered at every phase of their project. Our collective commitment to excellence, hard work, and creativity has resulted in a rapid firm expansion that has led ERES to complete thousands of successful projects both domestically and internationally, represent over five million square feet of commercial space and more than \$1 billion in real estate value, and manage over 6,500 multifamily and industrial units.

Our sophistication and expertise, combined with our small company values and client-centered approach, have provided us opportunities to partner with best-in-class, global corporate clients, including several Fortune 500 companies, in solving some of their largest and most challenging real estate issues. ERES is currently comprised of over 150 dedicated professionals working tirelessly to provide the finest all-inclusive real estate services in key secondary and tertiary markets across the globe. Always opportunistic about expanding operations, we have eleven domestic and international office locations in Denver, CO (headquarters), Sarasota, FL, Williston, ND, Bozeman, MT, Fort Worth, TX, Houston, TX, Midland, TX, New York, NY, Washington DC, and Neuquén, Argentina.

#### **THE OPPORTUNITY**

##### **Job Summary**

In the Bakken and beyond, we provide a “one-stop-shop” for all real estate services and a boots-on-the-ground approach to serving our clients. We are one of the only commercial real estate firms with a core presence in the Bakken and we have been here for over seven years – since the Bakken oil boom began to make an impact on the industry. We are hiring for maintenance and construction technician in our Williston, ND office.

##### **General Duties and Responsibilities**

- Assemble/maintain separate accurate preventative maintenance records, including: Date of inspections/repairs. List maintenance for each piece of equipment Repair Projects
- Electrical repairs on items such as appliances, fixtures, switches, outlets, intercoms, circuits, emergency lighting, etc.
- Plumbing repairs such as replacing fittings, clearing stoppages, replacing faucets, etc.
- Miscellaneous repairs of such things as broken glass, tiles, carpet, screens, garbage disposals, fixtures, appliances, locks, etc.

*Site Custodial work*

- Custodial work for the site's common areas, including sweeping, mopping, buffing, vacuuming, trash removal, window cleaning, etc.

#### *Site Grounds work*

- Grounds work as needed, including mowing lawns, raking leaves, snow removal, etc.

#### *Apartment Renovations/Turns*

- Complete renovation of vacant units following Related Management Company's guidelines within the shortest time possible and in cooperation with the administrative staff.

#### *General Site Administration*

- Monitor unit conditions. Provide feedback concerning any unacceptable conditions in units visited for any reason, including for repairs, extermination, etc.
- Establish and maintain a good working team relationship with the ERES team.
- Proactively identify potential conflicts and endeavor to resolve them quickly but effectively.

#### *Construction*

- Construction may include but not be limited to the following services:
  - Framing, Insulation, Drywall, (Tape, texture and finish)
  - Roofing
  - Floor installation
  - Concrete / flatwork
  - Tenant improvement buildout

### **Position Requirements: Skills & Experiences**

- Minimum one year of previous experience in property management maintenance, other building maintenance, construction or related trade is preferred.
- Working knowledge of plumbing, electrical, and appliance repair.
- Strong attention to detail and time-management.
- Demonstrated customer service skills including the ability to manage difficult customers and/or situations.
- Professional verbal and written communications.
- Ability to read, write, understand and communicate in English.
- General Computer knowledge and skills for use.
- Ability to work independently.
- Ability to be on-call for responding to after-hour emergencies.
- Ability to work a flexible schedule to include weekends, evenings and holidays.
- **Must have a valid U.S. Driving License and have personal car insurance. You may be required to drive to work site from time to time.**

### **SAFETY**

- Perform all work with forethought as to risk avoidance and within the safety of staff and tenants alike in mind.
- Notify Direct Supervisor of any incidents or situations that may result in an insurance claim on the site.
- Assure compliance with all fire and safety codes and regulations and to make precautionary repairs etc. where risks begin to appear.
- Perform or supervise periodic testing/ inspections of all fire alarms, smoke detectors, fire

extinguishers, and private hydrants.

## **EEO STATEMENT**

Energy Real Estate Solutions, LLC is an equal opportunity employer and committed to developing and maintaining a diverse workforce. Energy Real Estate Solutions, LLC strongly believes in equal opportunity for all, without regard to race, color, religion, creed, age, sex, pregnancy, family responsibility (e.g. child care, elder care), national origin or ancestry, citizenship, marital status, sexual orientation, gender identity or expression, transgender status, veteran's status, genetic information, or status as a qualified individual with a disability, protected leave status or any other protected characteristic in accordance with applicable law. The company also endeavors to make reasonable accommodations for known physical or mental limitations of otherwise qualified employees and applicants with disabilities unless the accommodations would impose an undue hardship on the operation of our business. Equal employment opportunity will be extended to all individuals in all aspects of the employment relationship, including recruitment, hiring, promotion, transfer, training, discipline, layoff, recall and termination.

## **SUBMISSION**

Cover letters should clearly outline relevant experience and its applicability to this role. Qualified candidates may submit a resume and cover letter to Kate Waggoner at [kate.waggoner@erescompanies.com](mailto:kate.waggoner@erescompanies.com).