

## Vacation Rental Maintenance

40 Hours / week base plus call-ins

\$13 to \$18 / hr

Come join the exciting travel industry! At Dauphin Island Beach Rentals, we have the pleasure of serving travelers that are seeking time away with the families and loved ones. We hear their stories and see a part of the world in the process.



**DAUPHIN  
ISLAND  
- BEACH -  
RENTALS**

Dauphin Island Beach Rentals offers competitive pay with advantages. After 90 days, you will be eligible for paid time off to include paid holidays and a health insurance stipend. We are the fastest grow property management and we are excited about the future. It's done with a strong sense of teamwork and we need people that want to be a part of team.

The Vacation Rental Maintenance position requires a great deal of autonomy and strong work ethic. You will be relied upon to be our eyes and ears in the field be quick to identify issues and solutions. We will provide tools as necessary, including a tablet for work coordination. You will be responsible for applying basic fixes to equipment and building systems and ensure facilities are tidy and functional. Being reliable with a keen eye for detail is the first step to getting this job. The ideal candidate will have related experience. You must possess manual dexterity and physical stamina.

### Responsibilities

- Perform minor fixes such as repairing broken locks, filling gaps on walls, unclogging drain lines, replacing smoke detectors, etc.
- Check control panels and electrical wiring to identify issues
- Install appliances and equipment
- Do garden/yard upkeep by mowing lawn, collecting trash etc.
- Conduct maintenance tasks such as replacing light bulbs
- Inspect and troubleshoot equipment and systems (e.g. ventilation)
- Check functionality of safety systems (e.g. fire alarm)
- Collaborate with workers and other professionals during renovations
- Report to a facilities or maintenance manager for issues
- Oversee work order management system and follow up on incomplete work orders, including ones assigned to 3<sup>rd</sup> party contractors.
- Support office as time allows with other guest services such as taking items to guests, helping with luggage or assisting with troubleshooting of property electronics.
- Must be available for on call services on nights. Saturday hours will be standard.
- Perform storm pre-storm prep that includes tying up cans, furniture and loose items, locking windows, etc.

- Perform post storm inspections and identify maintenance issues. Will require performing fixes as well as helping outsource repairs as needed.
- Maintain a well-stocked, organized, and clean working environment.
- Inspect homes with the perspective of guest safety, protecting homeowner investments and proactive maintenance.
- Perform cleaning activities such as dusting, mopping etc.

### **Skills**

- Very good communication and interpersonal skills
  - Will interact directly with guests and homeowners
- Proven experience in high autonomous positions
- Basic knowledge of HVAC, plumbing and electrical systems
- Experience using hand and electrical tools
- Physical stamina and dexterity
- High school diploma or equivalent

Candidates are subject to background checks and drug tests.

A driver's license and a vehicle capable of driving through sand and water covered streets is required.

References are required.

### **Benefits**

- Discounts on vacation rentals
- Health Insurance Stipend
- Teledoc Services
- Paid Time Off after 90 days
- Premium pay for on call. Will be paid 2-hour minimum for on call work.