

Maintenance Technician

Position Title: Maintenance Technician

Reports To: Executive Director / Maintenance Supervisor

Location: Housing Authority of Fulton

Status: Full-Time

Pay: Based on Experience

Application Deadline: June 25, 2026

Position Summary

The Maintenance Technician is responsible for performing routine maintenance, repairs, and upkeep of housing authority properties to ensure safe, clean, and well-maintained housing for residents. Duties include general repairs, preventive maintenance, unit turnovers, grounds maintenance, and responding to work orders and emergency maintenance needs.

Essential Duties and Responsibilities

- Perform general maintenance and repairs in occupied and vacant units, including:
 - Plumbing repairs
 - Electrical repairs
 - HVAC maintenance and repairs
 - Carpentry work
 - Painting and drywall repair
 - Appliance repair and installation
- Complete work orders in a timely and professional manner.
- Prepare vacant units for occupancy, including cleaning, repairs, and inspections.
- Conduct preventive maintenance inspections of buildings, equipment, and grounds.
- Maintain property grounds, including mowing, trimming, and litter removal as needed.
- Respond to after-hours emergencies on a rotating on-call schedule.
- Operate maintenance equipment and tools safely.
- Assist with inspections conducted by HUD, state agencies, and management.
- Maintain accurate records of work performed, materials used, and maintenance activities.
- Follow all safety procedures.
- Interact professionally and courteously with residents, contractors, and staff.
- Perform other duties as assigned.

Qualifications

Required

- High school diploma or GED.
- Valid driver's license and insurable driving record.
- Experience in building maintenance, construction, or a related field.

- Working knowledge of plumbing, electrical, HVAC, carpentry, and general maintenance practices.
- Ability to use maintenance tools and equipment safely.
- Ability to lift up to 100 pounds and perform physically demanding work.
- Ability to work independently and manage multiple priorities.

Preferred

- HVAC certification.
- EPA Refrigerant Certification.
- Experience working in public housing, apartment maintenance, or property management.
- Knowledge of HUD housing regulations.

Physical Requirements

- Frequent standing, walking, bending, climbing, kneeling, and lifting.
- Ability to work indoors and outdoors in varying weather conditions.
- Ability to climb ladders and work in confined spaces when necessary.

Benefits

- Health, dental, and vision insurance
- Short Term and Long Term Disability
- Supplemental Insurance (Accident, Cancer, etc.)
- Paid holidays
- Four Day Work Week
- Vacation and Sick leave

How to Apply

Applications can be picked up at the housing authority office at the address below or on our website, www.hafulton.org. Applicants can submit a completed application, resume, and any relevant certifications to:

Mallory Worley Graves

Executive Director

Housing Authority of Fulton, KY

201 N. Highland Dr.

PO Box 1497

Fulton, KY 42041

P (270) 472-1115

F (270) 472-9519

mallory.graves@housingauthorityoffulton.org

Equal Opportunity Employer

The Housing Authority of Fulton is an Equal Opportunity Employer. Employment decisions are made without regard to race, color, religion, sex (including pregnancy, sexual orientation, and gender identity), national origin, age, disability, genetic information, veteran status, or any other protected status under applicable federal, state, or local law.

The Housing Authority is committed to providing equal employment opportunities in recruitment, hiring, compensation, promotion, training, discipline, and termination. We are dedicated to maintaining a workplace free from discrimination, harassment, and retaliation and to providing reasonable accommodations to qualified individuals with disabilities and to applicants during the hiring process upon request.

As a recipient of federal funding, the Housing Authority complies with all applicable federal civil rights laws and regulations, including those administered by the U.S. Department of Housing and Urban Development (HUD).

EMPLOYMENT APPLICATION
 (PLEASE PRINT ALL INFORMATION EXCEPT SIGNATURE)

THIS APPLICATION IS NOT AN EMPLOYMENT CONTRACT but merely is intended to evaluate suitability for employment. It is the policy of the Company to provide equal employment to all qualified persons without discrimination on the basis of sex, race, color, religion, age, national origin, genetic information, disability, veteran status and any other legally protected status under state and federal law.

PERSONAL INFORMATION

Name	Last	First	Middle	Social Security #	
Home Phone				Work Phone	
Please list below your current address and your two other most recent addresses:					
Current					

Street	City	State	Zip	Since (Mo/Yr)	
Prior 1					

Street	City	State	Zip	Since (Mo/Yr)	
Prior 2					

Street	City	State	Zip	Since (Mo/Yr)	

EDUCATION

High School Attended	City, State	Did you earn a Diploma?
Undergraduate College Attended	City, State	Areas of Study Degree/Certificate
Graduate School Attended	City, State	Areas of Study Degree/Certificate
Trade, Business or Other School Attended	City, State	Areas of Study Degree/Certificate

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EMPLOYMENT INFORMATION

Position Applied For:	Date You Can Start Work:	Desired Salary: \$
Do You Prefer? <input type="checkbox"/> Full or <input type="checkbox"/> Part Time	Can You Work? <input type="checkbox"/> Weekends <input type="checkbox"/> Evenings	
<i>Please answer all of the following questions. When necessary, note question number and use an extra paper to provide explanations:</i>		
1) Are you at least 18 years of age and legally eligible to work in the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO		
2) Will you work overtime when necessary? <input type="checkbox"/> YES <input type="checkbox"/> NO		
3) Have you received a description of the job or been made aware of the essential functions of the job you are applying for? <input type="checkbox"/> YES <input type="checkbox"/> NO		
4) Do you understand the job requirements? <input type="checkbox"/> YES <input type="checkbox"/> NO (If no, please explain)		
5) Are you on layoff and subject to recall? <input type="checkbox"/> YES <input type="checkbox"/> NO		
6) Are you currently bound by a noncompetition or trade secret agreement? <input type="checkbox"/> YES <input type="checkbox"/> NO (If yes, please explain)		
7) Have you ever been discharged or asked to resign from a job? <input type="checkbox"/> YES <input type="checkbox"/> NO (If yes, please explain)		
8) Have you ever been involuntarily terminated from a job? <input type="checkbox"/> YES <input type="checkbox"/> NO (If yes, please explain)		

EMPLOYMENT HISTORY

MAY WE CONTACT YOUR PRESENT EMPLOYER? <input type="checkbox"/> YES <input type="checkbox"/> NO				
<i>Please list below your last four employers beginning with the most recent:</i>				
Most Recent Employer	City	State	Zip Code	Phone
Position Held	Dates From/To		Supervisor:	
Duties		Reason for Leaving		
Next Most Recent Employer	City	State	Zip Code	Phone
Position Held	Dates From/To		Supervisor:	
Duties		Reason for Leaving		

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Next Most Recent Employer	City	State	Zip Code	Phone
Position Held	Dates From/To		Supervisor:	
Duties	Reason for Leaving			
Next Most Recent Employer	City	State	Zip Code	Phone
Position Held	Dates From/To		Supervisor:	
Duties	Reason for Leaving			

JOB-RELATED SKILLS

Please answer the following questions if the position you are applying for requires driving a motor vehicle:

1. Do you have a valid driver's license? YES NO
 (If YES: Driver's License Number) _____ State of Issue: _____
2. Have you been convicted of or pled guilty to any traffic-related offense within the past five years? YES NO
3. Have you had your driver's license suspended or revoked or had your driving privileges modified by a court of law? YES NO
4. Please list all states from which you hold or have held a driver's license:

Please use this space to list any special skills you may have that relate to the position applied for:

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Please list any professional licenses, designations, certifications, and the like, that may relate to the position applied for. Include date granted, name of organization and any other relevant information.

1.

2.

3.

APPLICANT'S CERTIFICATION AGREEMENT

1. I authorize the investigation of all statements contained in this application and release from all liability any persons or employers supplying such information, and I also release the Company from all liability which might result from making the investigation.
2. I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of facts on this application (or on any required documents) may result in denial of employment or immediate termination of employment, regardless of when or how discovered.
3. I agree, if I am offered and accept a position, to conform to all existing and future Company rules and regulations and I understand that the Company reserves the right to change wages, hours and working conditions as deemed necessary. I ALSO UNDERSTAND THAT, IF HIRED, MY EMPLOYMENT WILL BE AT-WILL, MEANING THAT EITHER PARTY CAN END THE EMPLOYMENT RELATIONSHIP AT ANY TIME AND FOR ANY OR NO REASON.
4. I understand that any employment offer is contingent upon my providing, within three (3) working days of employment, valid proof of identity and eligibility to work in order to comply with the Immigration Reform and Control Act of 1986.
5. I have read and reviewed the information provided in this application and the above statements. By signing this application for employment, I certify that I understand all parts of it and have answered all questions completely and fully.

Signature

Date

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