



Destiny USA
INTERNAL JOB POSTING
March 12, 2025

Position: Lead Maintenance Mechanic

Full-Time Position: 40 Hours Week

Days: various shifts, holidays and weekends.

Salary range: \$27-\$28 dollars per hour

SUMMARY: Successfully provides leadership in maintenance and safety activities of workers engaged in maintaining and repairing the physical structures of the building and grounds to ensure optimal tenant and customer experience at Destiny USA.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to, the following:

- Be committed to creating an Amazing Experience for all shoppers and tenants by providing exceptional service in a safe and clean environment.
- Plan daily maintenance and preventive maintenance schedules. Assign work to other Maintenance employees.
- Ensure maintenance electronic task database (BITS) is accurately updated with work assignments, task progress, completion dates, and sign off for accurate record keeping.
- Perform maintenance tasks such as carpentry, painting, plumbing, etc. to ensure that building is properly maintained.
- Complete special maintenance projects assigned by the Facility Coordinator.
- Ensure preventative maintenance and repairs are performed as required and keep appropriate records.
- Establish and maintain an accident-free work environment. Participate in monthly safety meetings and conduct monthly safety inspections as directed.
- Reinforce the use of safe and environmentally sound work practices and procedures.
- Encourage competency of maintenance staff, support their development, and assist with problem-solving activities of maintenance staff.
- Make recommendations to supervisors for equipment modifications and/or improvements. Take proactive measures to address improvement opportunities
- Ensure the maintenance shop, other maintenance work areas are clean, organized and in compliance with company policy.
- Maintain the proper priority of tasks and projects with Federal and State Regulations, and Company Work Rules, Policies, and Procedures. Initiates and completes work (bits-SharePoint) and documents all critical and or pertinent information on a routine basis.

- Work closely with contractors, project managers and various departments to ensure elements of the project are executed smoothly and effectively.
- Work independently and be available on-call to resolve problems that arise.
- Must be available to work various shifts, holidays and weekends.
- Must possess a general understanding of floor plans and architectural designs. Capability to operate various types of equipment, including hand tools, power tools, electrical equipment, lifts, security trucks, and radios.
- Must have familiarity or willingness to learn to use digital or web-based work order tracking programs and general proficiency in email and essential computer functions
- Assist with planning for, installing, and maintaining new equipment and processes.
- Provide leadership and initiative to motivate workers to achieve goals, policies, and procedures.
- Maintain awareness of key activities, evaluate priority situations, and make timely decisions with appropriate documentation and explanation.
- Other duties and projects are assigned by management.

EXPERIENCE/ EDUCATION

- High School diploma or equivalent.
- Must have analytical problem-solving skills.
- Strong leadership and team management skills.
- Valid US drivers' license.
- Must have excellent communication skills and work well with co-workers.
- Three to five years of experience in facilities and/or maintenance.
- Willingness to continue to build leadership skills with additional training and coursework.

PHYSICAL REQUIREMENTS / WORKING CONDITIONS

- Able to lift a minimum of 50 Lbs.
- Prolonged standing and walking
- Climbing, bending, stooping
- Pushing and pulling
- Repetitive motion
- Adheres to the dress code, appearance is neat and clean
- Exposed to extreme temperature, humidity, cold, and various weather conditions.

Any employee interested in being considered for the above position, please complete TRANSFER APPLICATION and forward it to Jeannie Dadd by March 21, 2025, by 5:00 P.M.