



Maintenance Repair Associate

FULL-TIME MONDAY - FRIDAY
HOURLY RATE \$17

With more than 40 years in the retail industry, Homemakers Furniture is a leader in providing affordable home furnishings to the state of Iowa. We seek employees who are dedicated and passionate about their work. We are seeking a highly motivated candidate to join our dynamic team.

BENEFITS

When you join the Homemakers team, you are joining a family-operated organization with a rich 40-year history in the retail industry. With the backing of Nebraska Furniture and Berkshire Hathaway, we are continuing to grow. With our family and growth-oriented culture, a career with Homemakers includes great opportunities for advancement, set schedule options, competitive pay, and fantastic benefits.

AS A FULL-TIME EMPLOYEE, YOU WILL ENJOY THE FOLLOWING BENEFITS:

- Comprehensive paid training program
- Medical, dental and vision insurance
- Pre-tax Flexible Spending Accounts (health and dependent care)
- Company-paid life insurance
- 401(k) with company match
- Profit sharing
- Short-term disability
- Employee assistance program
- Employee discounts (including Nebraska Furniture Mart)
- Closed most major holidays
- Paid time off
- Paid holidays
- Opportunities for advancement

POSITION SUMMARY

This position is responsible for maintenance of the 400,000 sq. ft. facility, including troubleshooting issues and repairing equipment. This position has a highly diversified workload installing, repairing and maintaining facility equipment according to safety, predictive and productive systems and processes to support the achievement of business goals.

ESSENTIAL POSITION ACCOUNTABILITIES

- Provide emergency, unscheduled and scheduled repairs to equipment as needed
- Perform skills including, but not limited to, mechanical, electrical, pneumatic, hydraulic, troubleshooting and repairing of machines
- Read and interpret equipment manuals and work orders to perform required maintenance and service
- Diagnose problems, replace or repair parts, test and make adjustments
- Complete regular preventive maintenance on machines, equipment and facility
- Carry out a variety of plumbing maintenance and carpentry functions
- Operate safely and efficiently a variety of hand and power tools, electric meters and material handling equipment
- Maintain and adjust forklifts, check forklift batteries and battery chargers
- Change furnace filters on a regular basis and keep a maintenance log
- Maintain electrical outlets, light fixtures and change ballasts in light fixtures when needed
- Check and replace fluorescent light bulbs on a weekly basis
- Hook up electrical office equipment when moved or replaced
- Check the sprinkler system on a weekly basis and flush the sprinkler system on a quarterly basis
- Build floor display props when requested
- Adjust and repair doors and paint walls when needed
- Clean exterior air conditioners twice annually and see to general maintenance of system
- Inspect emergency lights and exit lighting on a monthly basis

- Order and maintain inventory of general maintenance supplies following proper purchasing procedures
- Comply with safety regulations and maintain clean and orderly work areas
- Assist with deliveries when necessary
- Provide feedback to management regarding efficiencies, safety and productivity
- Follow all operational and safety procedures
- The above responsibilities and additional duties may vary as assigned

EDUCATION/WORK EXPERIENCE REQUIRED

- High School Diploma or GED
- 3-5 years general maintenance/repair experience
- Delivery experience
- Minor maintenance skills
- Valid driver's license
- No DWI conviction within the last seven years
- No more than two moving violations and/or accidents in the last seven years
- Must be 21 years of age
- Pass a pre-employment drug screen, physical/lift test and background check
- Warehouse experience a plus
- Track record of longevity with previous employers

KNOWLEDGE, SKILLS AND ABILITIES

- Highly motivated and able to work independently
- Must be able to work at varying heights
- Monday – Friday schedule, but able to work long hours as company needs
- Ability to work with little supervision and work well under pressure
- Initiative to follow through on routine and scheduled maintenance tasks
- Strong follow-through abilities

BEHAVIORAL EXPECTATIONS

- Respect - Follows Homemakers Core Values of honesty, integrity, customer loyalty, quality products and services, teamwork and cost effectiveness.
- Motivation - Commitment to the assigned task. Sets and achieves challenging goals, demonstrates persistence and overcomes obstacles. Measures self against standard of excellence. A self-starter. Takes calculated risks to accomplish goals.
- Quality - Demonstrates accuracy and thoroughness. Looks for ways to improve and promote quality. Applies feedback to improve performance. Monitors own work to ensure quality.
- Quantity - Willing to work with a sense of urgency. Meets productivity standards, completes work in timely manner and strives to increase productivity.
- Teamwork - Demonstrates a willingness to work with a team.
- Adaptability - Demonstrates a willingness to adapt to changing circumstances and workflow.
- Attendance - Is consistently at work and on time. Ensures work responsibilities are covered when absent. Arrives at meetings and appointments on time.

PHYSICAL EXPECTATIONS

- Standing/walking for long periods of time
- Driving a delivery truck
- Bending, kneeling, crouching and climbing
- Hand movements, simple grasping, firm grasping and fine manipulating
- Pushing, pulling, carrying or maneuvering equipment or products up to 100 lbs
- Working at varying heights (up to 32 feet high)

ENVIRONMENTAL CONDITIONS

- Work inside/outside of store, warehouse grounds and building facilities
- Conditions may include hot/cold temperatures, dusty surroundings and noisy work environment

Background check, pre-employment drug screen and physical/lift test are required.
Homemakers is a tobacco- and drug-free workplace. EOE