



Amenities Specialist / Porter

Pillar Properties is hiring

Amenities Specialist / Porter

For our Seattle (SoDo & Capitol Hill), Auburn and Burien properties

jobs@pillarproperties.com

Responsibilities:

- Assist with the physical upkeep and maintenance of both the interior and exterior buildings including vacuuming, sweeping, and picking up garbage
- Maintain all common areas including rooftop amenities - BBQ grills, fire pits, patio heaters and furniture, appliances, and fitness equipment
- Set and reset furniture as needed by moving, pushing, and placing furniture
- Assist in minor electrical work within units and common areas: light switches, outlets, garbage disposals,
- Painting of all apartments and majority of common areas
- Assist with training and development of safety procedures and hazard communications.
- Respond to all community emergencies as requested – other duties as assigned
- Responsible for maintaining a professional appearance

Benefits:

- Competitive pay and benefits – eligible for bonuses
- Medical, dental, vision, 401(k), flexible spending accounts, life insurance, paid vacation & holidays

Schedule:

- Monday – Friday 5am-1pm (Auburn, Burien and Capitol Hill) and Sunday – Thursday 4am- 12:30pm (Sodo) and is subject to change according to property and team needs

Requirements:

- High School Diploma or GED required
- Pre-employment background check and drug test required
- Must have the ability to lift, carry and push/pull up to 50lbs
- Ability to provide exceptional customer service

Send email or resume to: jobs@pillarproperties.com

