

# Maintenance Technician (Part-Time)

Chateau Chaparral Owners Association (CCOA)

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## Position Overview

Chateau Chaparral Owners Association is seeking a reliable and skilled **Maintenance Technician** to support the day-to-day upkeep of our community and shared facilities.

This is a **part-time, hourly position** responsible for maintaining common areas, responding to maintenance needs, and ensuring the community remains safe, clean, and well-functioning. This position works under the direction of Ascent Community Partners, the association's management company, and the CCOA Board.

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## Schedule & Compensation

- **Pay:** \$29.00/hour
  - **Emergency Rate:** \$43.50/hour (after-hours, with prior approval)
  - **Schedule:** Monday–Friday, 7:30 AM – 5:30 PM
  - **Hours:** Approximately 22 hours per week
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## What You'll Do

- Perform general maintenance and repairs across community facilities
  - Maintain roads, common areas, buildings, and infrastructure
  - Clean and maintain lodge and bathhouse facilities (restrooms, showers, shared spaces)
  - Restock supplies and prepare facilities after use or rentals
  - Respond to maintenance requests and urgent issues as directed
  - Safely operate and maintain tools and equipment
  - Help identify and report safety concerns or repair needs
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## Work Process & Expectations

- Follow assigned work orders and obtain approval before starting tasks
- Document completed work using the Association's approved system (including photos)
- Communicate regularly with management regarding progress and needs

- Perform emergency response only as directed (temporary fixes; permanent repairs scheduled during regular hours)
  - Check for new assignments and respond promptly to requests
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## What We're Looking For

- Experience in general maintenance, construction, or facilities work
  - Ability to operate tools, equipment, and light machinery safely
  - Strong attention to detail and reliability
  - Good communication and willingness to follow established processes
  - Ability to work independently within a structured system
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## Additional Requirements

- Valid driver's license and reliable transportation
  - Ability to pass a background check
  - Authorization to work in the United States
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## About the Community

Chateau Chaparral is a 306-lot RV community with shared amenities including a lodge, laundry facilities, bathhouses, private roads, and common areas. We take pride in maintaining a safe, clean, and welcoming environment for all residents.

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## How to Apply

Please submit your resume and a brief summary of your experience to [ccoavicepresident@gmail.com](mailto:ccoavicepresident@gmail.com). Qualified candidates will be contacted for next steps.

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**Note:** This position is employed by the Chateau Chaparral Owners Association and may be supervised by Ascent Community Partners, the association's management company.