

# THE BENSON

PORTLAND

A COAST HOTEL™ ©

An exciting opportunity to be a part of an extraordinary hotel and caring company. The Benson is one of Portland's finest historic, luxury, boutique hotels. We are seeking a Maintenance Supervisor to add to our team.

This person will be primarily responsible for assisting the Chief Engineer in maintaining the building, as it relates to mechanical equipment, general condition, appearance, and presentation of the hotel. The Maintenance Supervisor will assist the Chief Engineer to ensure repairs, maintenance, and preventative maintenance initiatives are maintained and support/monitor capital repair and renovation projects.

## **Job Duties & responsibilities will include (but are not limited to):**

- Experience in technical crafts (HVAC, Chillers, electrical, plumbing, etc.).
- Assist to supervise and assist engineering team in maintaining/repairing fire and life safety systems, room equipment, HVAC, plumbing and electrical systems, kitchen appliances, refrigeration equipment, lighting, laundry equipment and other systems/equipment as directed.
- Perform skilled repair and maintenance operations using power tools, hand tools, welding equipment, etc.
- Respond quickly to guest requests/complaints in a friendly manner. Follows up to ensure guest satisfaction.
- Complete training regarding safety, security, department procedures and service guidelines. Conducts training of maintenance team members, as required.
- Meet with related vendors and suppliers to discuss scope of work as well as products and materials used in repair and maintenance activities in absence of Chief
- Maintain security of equipment, keys and supplies issued regularly.
- Report lost and found articles and needed repairs of unsafe conditions to supervisor.

## **Requirements:**

- Assistant Maintenance Manager experience 3 years (preferred)
- Maintain a professional image.
- Operate and maintain engineering computer systems.
- Excellent organizational and multitasking skills.
- Able to manage, project, and (master, create, perform) processes.
- Excellent communication skills, both written and verbal in English.
- Good problem-solving skills.
- Should be self-directed, but also have the ability to work well with others.
- Must possess the ability to work well under pressure and adjust effectively to change.

## **Education & Experience:**

FSD certification; High school diploma plus a minimum 3 years of supervisory experience; General knowledge and experience in HVAC, Chillers, Electrical, Plumbing etc.; 3+ years' experience in facilities maintenance, plant operations or engineering for a hotel.

This is a full-time, salaried exempt position. Salary negotiable, dependent upon candidate qualifications. Pre-employment drug screening and background check are required.

Coast Hospitality offers a variety of benefits, including competitive wages & benefits, employee discounts, training & development, career advancement opportunities and more!

Please be sure to put "Maintenance Supervisor" in the subject line when you submit your resume and references to:

Human Resources  
Benson Hotel  
Email: [careers@bensonhotel.com](mailto:careers@bensonhotel.com)

***Coast Hospitality is an Equal Opportunity Employer. We thank all interested applicants; however only those selected for an interview will be contacted.***

***Join us and be part of an exciting place to work!***