



## **POSITION: Handyman**

The primary purpose of this position is to carry out day-to-day maintenance of the plumbing and sanitary works at the assigned projects plus other tasks that the Management believes are within the abilities of the holder and that fit in with the Company's strategies as circumstances dictate.

### **Job Description:**

1. Monitoring of sewerage and plumbing systems.
2. Conducting routine maintenance of water tank, pressure tank, calibrator; drain and sumps, swimming pool, firefighting system and any related plumbing works.
3. Ensuring all planned and preventive maintenance works are carried out promptly.
4. Ensuring all SOP checklists are in place and updated accordingly.
5. Supervising plumbing works carried out by contractors.
6. Repairing leaks on all sorts of plumbing system (water supply, sewerage, rain water distribution piping, etc.).
7. Clearing or repair clogged pipes.
8. Answering plumbing service calls from unit owners/tenants upon confirmation of appointment set by management office administrative staff.