 **Maumee Valley Planning Organization**

**Serving Defiance, Fulton, Henry, Paulding, and Williams Counties**

**Construction Management/Housing Rehabilitation Technician**

**Job Responsibilities**

Applicant will implement federally-funded housing rehabilitation projects. Duties include inspecting single family dwellings to determine property eligibility, developing specifications to rehabilitate and improve owner-occupied and rental properties, working with homeowners and contractors, following a competitive bidding process, signing contracts with homeowners and contractors and ensuring that all goals of the program are met. This job will be a mix of office and field work with projects located in Defiance, Fulton, Henry, Paulding and Williams Counties. Company vehicle provided. This is a challenging and rewarding position working with homeowners, contractors and working in a team environment.

**Qualifications:**

The ideal candidate will be self-motivated, have strong communication and construction management skills, as record keeping, spreadsheets and grant compliance is an important part of this job. Construction Management degree and/or experience in the construction or related field preferred. Must possess Lead Abatement Contractor and/or Lead Abatement Assessor licenses or be willing to acquire within the first year, with training provided. Must have a valid driver’s license. Physical mobility, including walking up and down stairs, using ladders, etc., and occasional lifting are required.

This full-time position includes benefits including healthcare, OPERS retirement, paid time off, holidays, etc. as offered by the Fulton County Board of Commissioners. The pay range for this position will be commensurate with qualifications and experience - $36,000 - $60,000 annually.

If interested, submit a resume and three professional references, along with a cover letter to:

Maumee Valley Planning Organization

1300 East Second Street, Suite 200

Defiance, OH 43512

Fax: (419) 784-2061

Email: MVPO@MVPO.org

**Application deadline is 4:30 p.m. on Friday, March 28, 2025**

*MVPO is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, MVPO provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. MVPO is a Drug Free & Tobacco Free Workplace.*