

LINCOLN HOUSING AUTHORITY
Lincoln, Nebraska
****JOB NOTICE****

Position title: **Maintenance Manager**
FLSA Status: **Full-Time, Exempt (Salaried)**
Dates Posted: **January 5, 2026 – Until Filled**

Lincoln Housing Authority seeks a strong leader with excellent knowledge of property and facilities maintenance, budgeting and forecasting, adherence to regulations, and prior experience managing a large maintenance team. If this sounds like you, let's talk!

Position Summary

The **Maintenance Manager** is part of the agency's management team and is responsible for efficiently managing the maintenance and repair of all agency-owned buildings and grounds, including the performance of staff, adherence to budget, and ensuring compliance with standards. Other important duties will include the following:

- Coordinates and supervises the work of administrative and technical staff including hiring, training, appraising performance, assigning work and related supervisory duties.
- Ensures all LHA-owned buildings and grounds are in good repair at all times.
- Prepares the annual departmental budget requests and monitors expenditure of funds in budget.
- Determines maintenance needs of agency properties and develops appropriate short and long-range plans.
- Requisitions tools, equipment and supplies required for operations and confers with vendors regarding same.
- Develops, implements, and enforces departmental safety policies.
- Supervises and inspects contract work to ensure satisfactory completion of service.
- Prepares and maintains various departmental reports and records requiring considerable independent judgment.
- Provides excellent customer service to LHA clients and the general public and promotes positive tenant relations. Handles complaints and resolves problems.

Required Experience, Skills, and Abilities:

- Comprehensive knowledge of all phases of building operations, maintenance, preventive maintenance and repair work and of requirements of various building trades.
- Considerable experience in a supervisory capacity, preferably in a maintenance, construction or related field.
- Ability to accurately prepare cost estimates of labor and materials for a variety of projects.
- Ability to read and interpret blue prints, specifications, safety rules, operating and maintenance instructions and procedure manuals.
- Ability to provide excellent customer service and promote good tenant relations.
- Excellent oral and written communication skills.
- Ability to utilize a personal computer and word processing, spreadsheet, and database software.
- Ability to establish and maintain effective working relationships with co-workers, supervisors, tenants, contractors and the general public.
- Ability to manage multiple responsibilities, prioritize tasks and complete projects within a specified time frame.
- Possession of a valid State of Nebraska driver's license and a good driving record.
- Daily access to a reliable vehicle.

- Ability to handle service calls outside regular working hours.
- Knowledge of HUD housing programs, inspection protocols, and maintenance standards strongly preferred.

Application Information:

- For more information about LHA and this position or to apply, visit L-housing.com. Position will be posted until filled, and interviews will start immediately. Minimum starting salary is \$85,000/yr.
- LHA offers an excellent benefits package including \$0 employee only coverage health plan, a 9/80 work schedule with every other Friday off (that's 26 3-day weekends per year), 12 paid holidays, annual merit-based raises, and an 8% company contribution to retirement after 6 months of employment.
- Background checks will be conducted on final candidates.
- Lincoln Housing Authority is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.