

Position Title: Maintenance and Facility Support

Hours: 40 hr/wk Mon-Fri Permanent Full-time

Reports To: Maintenance Supervisor

Location: 18798 Old Yonge Street, Holland Landing, ON

Summary of Duties and Responsibilities:

1. Perform routine repairs and maintenance to various equipment, mechanical systems and appliances in laundry, kitchen, housekeeping, and repairs to the facility as needed.
2. Cut and trim lawns and maintain gardens, shrubs, trees, walking paths, etc. to enhance and preserve the natural beauty of the grounds.
3. Provide housekeeping and kitchen duties as necessary. The duties may include and are not limited to the following tasks: washing floors, cleaning rooms and washing dishes.
4. Receive deliveries, move furniture, change lights, deliver supplies and wash windows as required.
5. Promote a culture of health and safety throughout the organization.
6. Carry out other assignments and tasks within the scope of this position as may be assigned from time to time.

Qualifications and Skills Required:

1. Technical or trade school training or licence highly desirable. Knowledge of institutional maintenance, routine repairs and maintenance to various equipment and appliances.
2. Demonstrated experience and aptitude in one or more areas, including electrical, plumbing, HVAC, carpentry etc.
3. Ability to safely operate a variety of power tools, tractors and garden equipment. Must be able to lift 75lbs-100lbs and be comfortable working outside in the summer heat.
4. Valid driver's licence and must be bondable.
5. Ability to follow written and oral instructions.
6. Pleasant demeanour and ability to interact cordially and appropriately with residents, guests and staff.

Application Deadline: March 31, 2017

Interested applicants should forward a résumé to Human Resources at cdodgson@southdown.on.ca