

The Corporation of the Municipality of West Nipissing

JOB DESCRIPTION

DATE November 17, 2023

POSITION	Part-Time Maintenance Staff (Community Services)
REPORTING TO	Facilities Manager – Community Services
HOURS OF WORK	0-24 hours per week, as assigned, including weekends and evenings
SALARY	\$30.46/hour (as per Collective Agreement)

DUTIES

Perform general janitorial and maintenance duties for municipal facilities which include office buildings, arenas, parks, playgrounds, pool, fitness centers, community halls, outdoor rinks, etc.

QUALIFICATIONS & REQUIREMENTS

- Minimum Grade 12 education or equivalent.
- Have and maintain a valid 'Class G' driver's license.
- Ability to communicate in both official languages (oral and written)
- Must be of a physical condition that allows him/her to perform as maintenance crew member.
- Knowledge of computers / industry operating systems.
- Basic electrical, mechanical and chemical knowledge.
- Ability to operate and maintain vehicles and equipment.
- Problem solving capabilities.
- Demonstrated organizational and time management skills.
- Defibrillator training (where required).
- Great customer service skills.
- Ability to adapt to changing conditions
- Ability to work both independently and as a member of a team with little or no supervision.
- Ability to work days, evenings, and weekends.

ASSETS

- Ice making and maintenance certificate or equivalent working experience.
- Pool operator certificate or equivalent working experience.
- Basic refrigeration certification.
- Cardio Pulmonary Resuscitation (C.P.R.), first aid & WHIMIS.

Applications for this position will be accepted, in confidence, until **November 30, 2023 at 4:00 p.m.**

Applications should be addressed to: Sonal Brahmhatt CHRP, HR/Payroll Coordinator
 101-225 Holditch Street, Sturgeon Falls, ON P2B 1T1
 e-mail: hr@westnipissing.ca

*While we appreciate the interest of all applicants, only those selected for an interview will be contacted.
 The Municipality of West Nipissing welcomes and encourages applications from people with disabilities.
 Accommodations are available on request for candidates taking part in all aspects of the selection process*