



INVITES APPLICATIONS FOR THE FOLLOWING POSITION

Position:	Maintenance Person
Location:	Area 5 Maintenance Department
Start Date:	As soon as possible
Hours/Days/Months:	8 hours/day, 5 days/week
Term of Employment:	Term to March 29, 2019 (with possibility of extension)
Salary:	\$23.56/hour
Unionized/Non-Unionized:	Unionized
Application Deadline:	Tuesday, January 15, 2019

QUALIFICATIONS

- Grade 12
- Valid Manitoba Drivers' License
- Three years' maintenance experience
- Working knowledge of general maintenance standards and practices in the areas of plumbing, carpentry, painting and grounds keeping
- Knowledge of materials, application techniques and the tools required to complete maintenance tasks
- Knowledge of safe practices and procedures required at the worksite
- Knowledge of WHMIS, First Aid and Workplace Safety and Health regulations (i.e. confined entry)
- Ability to work independently and as part of a team
- Excellent planning and organizational skills
- Excellent communication and interpersonal skills
- Ability to establish and maintain effective working relationships
- Physically able of performing assigned duties (lifting up to 40 kg).

DUTIES AND RESPONSIBILITIES

- Monitors main water shut off, alarm system, heating system, main electrical and control panels and operates same to maintain continual operation and protect school from emergency damage
- Performs required work on construction, renovations, repairs and general building maintenance
- Paints, decorates, finishes surfaces and refinishes cabinetry and furnishings
- Performs required work in plumbing i.e. building renovations and/or maintenance repairs
- Assembles, installs and repairs fittings and fixtures connected to water and sewer.
- Assesses basic electrical problems and refers to appropriate trades person for repair
- Collects garbage and delivers mail, when applicable
- Performs other related duties as assigned

Applications must include a cover letter, current resume and a list of three professional references including contact numbers. Consent to contact references is also required.

All applicants are thanked for their interest; however, only applicants selected for an interview will be contacted. By applying, you are consenting that the Division may contact your references.

The successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Search) and Child Abuse Registry Check, at their own expense, as a condition of employment. Further information is available at www.frontiersd.mb.ca

Forward application package to:
Ms. Daisy Monias, Area 5 Superintendent
Frontier School Division
Norway House, MB R0B 1B0
Fax: (204) 359-6897
Email: Daisy.Monias@fsdnet.ca

