



NECHAKO VALLEY COMMUNITY SERVICES SOCIETY

JOB POSTING # 2018-026 Building Maintenance Worker

A rewarding opportunity for the right person.

JOB SUMMARY

Performs maintenance and repairs to buildings, grounds and equipment. Clearing snow from sidewalks in winter, grass cutting and snipping in summer. Performs tasks according to scheduled (daily, weekly, monthly and yearly) inspections, keeping records of said inspections and maintenance performed on equipment and building. Performs other related duties as assigned. For a complete job description please call 250 567 9205

DEPARTMENT LOCATION

Vanderhoof BC (Riverside Place, Riverglen Town houses and other NVCSS buildings)

QUALIFICATIONS/EXPERIENCE

- Grade 12
- Two years related experience of building management or an equivalent combination of education, training, and experience. Computer experience
- WHMIS 2015
- Valid driver's license
- Must provide consent for Criminal Record Check before commencing work.
- Person must have their own vehicle for doing errands, taking refuge to the dump.
- Ability to communicate effectively, both verbally and in writing
- Ability to deal with others effectively
- Physical ability to carry out the duties of the position
- Ability to operate related equipment
- Ability to plan, organize, and prioritize

SALARY

Grid 10 - \$18.15- \$21.14 per hour as per Community Social Services Collective Agreement

HOURS OF WORK

8:00a.m. to 4:30p.m. 7.5 hours per day Monday to Friday; some evening or weekend work may be required. Being on-call for emergencies as required

VACANCIES

1 Vacancy

POSTING DATE

September 17, 2018

CLOSING DATE

until filled

START DATE

As soon as possible

This position requires Union membership

Please apply for this job only in the manner specified by the employer. Failure to do so may result in your application not being considered for the position.

Please send a cover letter of interest and current resume outlining your skills and qualifications for the position and include the job posting number:

Via email: jfraser@nvcss.ca or **Fax** 250-567-6913

Mail: Jeannette Fraser, Site Administrator, PO Box 1249, Vanderhoof, BC, V0J 3A0

Nechako Valley Community Services Society
is an equal opportunity employer committed to hiring a diverse workforce

We thank all our applicants, however, only those invited to an interview will be contacted.

