

JOB POSTING **(Internal/ External)**

POSTING NUMBER: 2021-071

POSITION: Full-Time Maintenance Worker
Unifor Local 8300 Wage Scale, Group Benefits and RRSP

CLOSING DATE: Send your resume and cover letter to: hrrecruitment@sghottawa.com quoting posting number **2021-071** no later than **4:00 p.m. on July 22nd, 2021.**

SUMMARY

Shepherds of Good Hope (SGH) is one of the largest not-for-profit organizations dedicated to meeting the needs of homeless and vulnerably-housed individuals in the city of Ottawa. Many individuals who access our programs and services live with trauma, mental health challenges and addictions. A leader in supportive housing and harm-reduction, Shepherds of Good Hope provides around-the-clock, comprehensive services to both women and men in multiple locations across the city of Ottawa. By offering innovative programs and services in a non-judgmental environment, we are creating a community for all through acceptance, compassion and care.

RESPONSIBILITIES

The Maintenance Worker will be working within a group of 7 maintenance staff responsible for performing routine maintenance and repairs on SGH buildings, under the general direction of the Manager, Facilities Services. Duties and Responsibilities include but are not limited to:

- Installation and dry wall repair, mudding, taping, patching, sanding, and painting
- Door, window, and glass installation and replacement
- Steel stud framing and drop ceiling installations
- Minor plumbing: routine washroom and kitchen maintenance
- Exterior building maintenance
- Ceramic and vinyl tile repairs and installations

QUALIFICATIONS

- Minimum of grade 10 required, or a combination of technical training and experience in the field of building maintenance labour.
- Experience and knowledge in plumbing, carpentry, drywall, framing, and painting.
- Experience working with contractors and assisting them when present.
- Ability to work in the presence of clients and communicate with them appropriately.
- Ability to prioritize workload and execute work-orders in a timely fashion.
- Comfortable using hand/power tools as well as rented equipment.
- Able to take necessary actions in minor emergency situations.
- Good written and oral communication skills in English.
- Ability to meet physical demands of walking, climbing, standing, bending, carrying material, equipment and tools and lifting various items with a weight of more than 50 lbs.
- Technical ability to use computers, smart phones, and tablets.
- Successful candidate must possess a valid Class G driver's license and be eligible for insurance.

Please note that you do not need to be trained in the specific program being posted to be a successful candidate. SGH will provide training to candidates when awarded a new position.

Shepherds of Good Hope is committed to being responsive to the diverse needs of our clients, residents, employees and volunteers, including those with disabilities. Please inform if you require accommodation through the hiring process, and we will work with you to meet your needs.