



Support, every step of the way

INTERNAL JOB POSTING

Job Title: Maintenance Worker
Program: Maintenance
Posting Date: November 9, 2017
Status: part-time; permanent; Union

Job Posting #: 870
Effective Date: ASAP
Posting Closing: November 20, 2017

Note: In this position, you will be scheduled to work up to 10 hours per week. This position will require occasional travelling to different locations throughout Hamilton, Ontario. There will be flexibility with scheduling.

Purpose: To provide maintenance support to our buildings across Hamilton.

Duties:

The successful candidate will be responsible for maintenance duties throughout our facilities such as:

1. Evaluate, repair and maintain plumbing
2. Evaluate, repair and maintain lighting
3. Evaluate, repair and maintain building maintenance
4. Monthly inspections of the fire hoses, fire extinguishers, and other safety equipment
5. Fix and maintain building equipment
6. Communicate with Administrative Coordinator about any work that requires outside expert assistance
7. Other duties as assigned

Qualifications:

1. High school diploma/GED required
2. 4+ years of building maintenance experience
3. Ability to work days, evenings, or weekends
4. Ability to work independently in the absence of supervision
5. Valid driver's license with access to a vehicle

Competencies

Customer Service

1. Builds constructive relationships characterized by a high level of acceptance, cooperation and mutual respect
2. Helps to create and contributes to a work environment that embraces and appreciates diversity
3. Values and respects the internal and external customers to the organization

Accountability

1. Takes personal responsibility for the quality and timeliness of their work, and team work
2. Believes, respects and adheres to the vision, mission and values of Wesley Urban Ministries

Commitment

1. Demonstrates an understanding of Wesley Urban Ministries Mission, Vision and Values through service delivery approach
2. Acts with integrity
3. Demonstrates a knowledge of the code of ethics of working in social services
4. Adapts to changing program requirements, conditions and work responsibilities

Interested candidates should send their resumes to: hr@wesley.ca

Wesley Urban Ministries is an equal opportunity employer. We encourage applications from all qualified applicants. Only candidates selected for an interview will be contacted. No phone calls please. More information about this and other programs operated by Wesley can be found on our website at www.wesley.ca. Job applicants requiring accommodation to participate in the hiring process should contact the Human Resources Department at hr@wesley.ca.