



De dwa da dehs nye>s Aboriginal Health Centre

We're Taking Care of Each Other Amongst Ourselves.



Our Mission:

Improving the health and well-being of Indigenous individuals, families and communities through wholistic Indigenous, Traditional and Western health care.

INTERESTED APPLICANTS

Please submit your resume and cover letter to:

humanresources@dahac.ca

or

Attention: Human Resources
Aboriginal Health Centre
678 Main Street East
Hamilton ON L8M 1K2

Nya:weh / Miigwetch to all applicants

Only those selected for interviews will be contacted

**Deadline to Apply:
until filled**

Please note that **ONLY** complete applications with cover letter will be considered.

Preference is given to candidates of Indigenous Decent.

Maintenance Worker

Reports to the Chief Operating Officer

Salary Range: \$40,000 - \$44,000

INTRODUCTION:

Under the general direction of the Chief Operating Officer (COO), the Maintenance Worker you will be responsible to carry out and support the general maintenance and repairs of the Health Centre facilities and outside grounds while ensuring building operations and construction standards are maintained throughout the facilities.

The role will take an active role in improving overall organizational performance, especially as related to addressing opportunities for improvement in the areas of facility maintenance, facility equipment, facility grounds and the overall safety of the facility and grounds.

Job Requirements & Proven Skills:

- Responsibility for and performance of all tasks related to Building Operation, including but not limited to, work generated from Preventative Maintenance system and Corrective Maintenance.
- Be familiar with all regulatory requirements for physical building operation, ensuring all operations are carried out in a safe and efficient manner at all times.
- Be responsible for property appearance, safety, risk management, environmental issues and customer service.
- Respond to and complete all requests in an acceptable timeframe.
- Provide recommendations and implementation of improvement or replacement equipment/systems to optimize efficiencies and document cost reduction for the Health Centre.
- Generate work orders to self-perform or sub-contract services as required for identified deficient issues.
- Supervision and coordination of sub-contractors as required completing service, construction, capital projects pertaining to building operations, improvements and reporting all concerns.
- Conduct regular site inspections ensuring the building equipment meets scheduled and periodic maintenance requirements and that the contractor service levels are achieved.
- Be a member of the JHSV committee and oversee the Health & Safety program for all sites (inspections, any concerns or issues).
- Other duties as assigned by your Manager/ Chief Executive Officer from time to time based on needs, training, knowledge, and capabilities.

Minimum required qualifications:

- Possess a current trades (electric, mechanical, HVAC) ticket and/or Building Services certificate.
- Valid WHMIS certificate.
- Valid driver's license (when company vehicle supplied for work travel only).
- Minimum 3 years directly related experience in all areas of building operations systems including HVAC, Electrical, Controls, Fire Alarm, Life Safety and BMS.
- Able to work independently with minimal direction and respond to emergency situations.
- Conversant with all safety, fire, OH&S and building codes.

Facilities Lead

Page 2

Computer Skills :

- Good knowledge of Office 365, Outlook, Microsoft Word, Excel, Zoom.

Relationship Skills

- Ability to communicate effectively and professionally utilizing computer, oral and written skills. Ability to develop and sustain good working relationships with contractors, customers and public.

Organizational/Multi-Task Skills

- Ability to manage self-perform duties and sub-contractor's as required, allocate one's time effectively, work under pressure and manage tight deadlines; ability to handle multiple demands and competing priorities, adapt to new ideas and constant change.

100% Organization Paid Benefits

- Health Benefits
- Employee Life AD&D Insurance
- Business Travel Life and Disability Insurance
- Dependent Life Insurance
- Employee Critical Illness Insurance
- Travel Accident Insurance
- Long Term (LTD) Benefit

Retirement Benefits

- Hospitals of Ontario Pension Plan (HOOP) with Immediate Eligibility

De dwa da dehs nye>s Aboriginal Health Centre has developed a compensation philosophy that will allow the organization to retain, motivate and develop talented people who share our values and contribute to our success.