

EMPLOYMENT OPPORTUNITY

The Salvation Army
British Columbia

POSITION: Maintenance Worker – Part-time
FACILITY: Northern Centre of Hope – Emergency Shelter
LOCATION: 9824 99 Ave. Fort St. John BC



Giving Hope Today

RESPONSIBILITIES:

- Implements preventative maintenance procedures for related equipment, recommends and performs minor and some moderate repairs (program vehicles, faucet, toilets and light fixtures);
- Undertakes minor renovation projects including dry walling, minor electrical repairs, plumbing; carpentry, and painting; reports safety concerns and major repair issues
Conducts minor troubleshooting of building systems;
- Assists in developing specifications for tenders and in monitoring quality of workmanship of outside contractors and/or maintenance personnel;
- Establishes and monitors preventative maintenance procedures for related equipment; recommends repairs and purchases as required;
- Maintains a personal log book. Record all tasks undertaken during shift;
- Ensures the general upkeep of the facility including all scheduled maintenance weekly, monthly, yearly...etc.
- Communicates regularly with Managing Director and if needed the OH&S Committee
- Performs other duties as assigned

QUALIFICATIONS:

- Strong service ethic and a friendly disposition with the public
- Adaptability to change and frequent interruptions
- Team oriented and able to take initiative
- Willingness to work with people from diverse cultural backgrounds
- Grade 12 education or equivalent
- Criminal Record Check
- CPR, First Aid and Non-Violent Crisis Training an asset
- Computer ability
- Valid driver's license & proof of a clean driving record
- Custodial and general repairs (i.e. painting and plumbing) experience

SALARY/GRADE:

- Part-time, 16 hours a week

APPLICATIONS:

Interested applicants are encouraged to submit a cover letter and resume via email, Subject line of Maintenance Worker, to Northern Centre of Hope Human Resources:

Employee Relations
employeerelations@nchope.ca

**No phone calls or drop in interviews will be accepted. Please apply according to the directions above.
Only those who qualify for an interview will be contacted. Thank you.**

Mission Statement: The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.