



## **The District of Nipissing Social Services Administration Board is hiring!**

### **Custodial Student – Mattawa (Summer Employment 9 weeks) Bulletin No. H2022-08**

Under the supervision of the Supervisor of Corporate Assets, the custodial student working in Mattawa provides support to custodian and maintenance staffs to clean and maintain the housing portfolio, of residential units as well as commercial units within the District of Nipissing. This includes assisting with performing day-to-day preventative maintenance duties to ensure the preservation of the housing stock including but not limited to, grounds work, cleaning, painting, minor repairs, preparing and emptying housing units for new tenancy, unit inspections, minor construction etc. All assigned work will be performed under the guidance of custodian and maintenance staffs in accordance with established standards, policies, procedures and in keeping with the Occupational Health and Safety (mould and asbestos), various Codes (building, fire) and the Residential Tenancies Act.

The DNSSAB offers a salary of \$16.00 per hour at 30 hours per week, a team oriented work environment, is committed to ongoing development and encourages work-life balance with the right to disconnect.

#### **Qualifications:**

- Secondary school diploma;
- Previous related experience in building maintenance;
- WHMIS Certification and CPR/First Aid Certification;
- Knowledge of Occupational Health & Safety practices;
- Knowledge and understanding of applicable Building Code requirements and Fire Codes;
- Ability to assist with a broad range of maintenance repairs; proficiency in the use of tools and operate equipment required to perform the functions of the position in a safe manner;
- Ability to work independently and as part of a team; Ability to troubleshoot and problem solve;
- Ability to respect confidentiality of tenants and staff;
- Good interpersonal and communication skills with the ability to relate to others and deal with diverse client group with tact, diplomacy and in a professional manner;
- Ability to work in a stressful, fast paced environment and recognize emergency situations; ability to maintain composure, compassion and understanding during challenging situations

Applicants must submit a current resume with a cover letter to the Human Resources Department by **email** indicating how their qualifications meet the requirements specified in the bulletin. Please ensure to indicate the bulletin number and position title for the specified posting you are applying for.

Applications for the above position will be accepted **by email** at [jobs@dnssab.ca](mailto:jobs@dnssab.ca) up to **9:00AM, Monday, May 16<sup>th</sup>, 2022.**

**DNSSAB is an equal opportunity employer. In accordance with DNSSAB's Accessibility Policy, accommodations will be provided in all parts of the hiring process. Applicants are encouraged to make their needs known to Human Resources in advance. We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed.**

\*This job opportunity is funded through the Canada Summer Jobs program. Applicants must meet all the requirements under the program to be eligible to participate. International students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible. As the objective of the Canada Summer Jobs program is to support youth entering the Canadian labour market, the temporary nature of an international student's time in Canada does not allow for a long-term connection to the labour market.