



# MAINTENANCE TECHNICIAN

## JP22-06

<b>Position:</b>	<b>Maintenance Technician, Full Time, Permanent (2 Required)</b>
<b>Position Reports To:</b>	<b>Facilities Department</b>
<b>Compensation:</b>	Annual Salary, group benefits and OMERS pension
<b>Work Location:</b>	DRNPHC Properties throughout Durham Region
<b>Work Hours:</b>	Monday – Friday 8:30 a.m. – 4:30 p.m., participate in the on-call cycle, some after regular business hours

### **ABOUT DURHAM REGION NON-PROFIT HOUSING CORPORATION:**

Durham Region Non-Profit Housing Corporation is a community and affordable housing provider located throughout Durham Region. We are home to approximately 1200 rental units within 19 residential properties. Our portfolio includes high-rise and low-rise apartments and townhome complexes throughout the Region.

The mission of Durham Region Non-Profit Housing Corporation is to help meet the housing needs of the Region's diverse population through the provision of a practical, well-maintained and affordable housing portfolio integrated within the community. The Corporation assists with related services to support residents in their housing.

### **JOB PROFILE:**

Being a leader in non-profit housing in the Durham Region requires a focus on capital renewal and ongoing maintenance by the Maintenance Technician. They will perform a high standard of maintenance and preventative maintenance duties while protecting the safety of our residents staff and assets.

The Maintenance Technician will undertake all aspects of building and property maintenance including carpentry, plumbing, painting, minor electrical, trouble shooting, completion of work orders, grounds keeping and problem solving within the portfolio. All of this will be done in accordance with established standards, policies, procedures and in keeping with Building Code, Occupational Health and Safety (OHSA), Fire Code, and the Residential Tenancies Act (RTA).

### **QUALIFICATIONS:**

- Secondary School diploma, or an acceptable combination of education and experience
- Certificates in a building trade would be an asset
- Residential housing maintenance experience preferred for apartment buildings and/or townhouse rental units
- 3 years building maintenance experience, WHMIS, CPR/First Aid Certificates
- Satisfactory Police Security Clearance /Vulnerable Sector check, valid G class driver's license and insurance

### **SKILLS:**

- Proficiency with tools and equipment required to perform duties
- Able to deal with a diverse client group
- Able to handle a physically demanding job, sensitivity to time constraints and resource availability
- Strong organizational and time management skills
- Able to work outdoors/indoors
- Able to work independently
- Strong analytical, critical thinking, decision making and problem-solving skills

### **DUTIES:**

- Performs building/site/equipment maintenance, repairs for: plumbing, HVAC, carpentry, painting, minor drywall and patching, grounds, unit make readies, cleaning when required
- Maintains maintenance and other logs, enters updates and closes workorders
- Available for on-call duties
- Can handle heavy loads and repetitive tasks, large workload, operate power tools
- Able to use technology to complete duties – cell, computer, tablet, Microsoft office, Insite work order system

As an employer, Durham Region Non-Profit Housing Corporation is committed to build an organization that reflects the diversity of our tenants and communities we serve. We encourage applications from qualified individuals who represent diverse communities.

Accommodation for a disability will be provided in accordance with the Ontario Human Rights Code. Applicants are required to make any accommodation requests for the application, interview or selection process known in advance by contacting the Human Resources staff, at [careers@durham-housing.com](mailto:careers@durham-housing.com), who will work together with the hiring committee to arrange reasonable and appropriate accommodation for the interview or selection process which will enable you to be assessed in a fair and equitable manner.

## **HOW TO APPLY:**

**Please submit your resume and cover letter to:**

Human Resources

Email: [careers@durham-housing.com](mailto:careers@durham-housing.com) Fax: 905-436-5361

Durham Region Non-Profit Housing Corporation  
28A Albert Street, Oshawa, ON L1H 8S5

**Please quote the job posting number JP22-06 in the subject line with your submission.**

**Posted on July 7, 2022. Consideration will be given as applications are received and posting will remain open until position is filled.**