



Internal / External Posting

Today's Date April 16, 2019 | **Closing Date** April 22, 2019 | **Effective Date** May 1, 2019

Hours

37.5 hours per week
*Schedule: TBD weekend required
year-round*

Salary

Starting: \$21.32 to \$23.56 per hour
depending on years of service at SMS

This is a bargaining unit position in the Professional Employees Association

Summary

St. Margaret's School seeks a full-time Maintenance Worker. Under direction of the Director, the Maintenance Worker performs a variety of maintenance functions for the School's building and grounds.

Job Duties

- Maintains the School's infrastructure by:
 - Attending to day to day facility needs
 - Ensuring cleanliness and good repair of interior and exterior spaces, e.g. common areas, playground equipment and entranceways, building roofs, etc.
 - Undertaking minor project work and repairs that involve plumbing, drywalling, painting and carpentry work
 - Responding to teacher requests to fabricate structures for school projects
 - Moving, setting up, dismantling and storing equipment for school functions
- Performs general building and grounds maintenance and project work in other school areas as may be assigned.
- Relieves in the absence other maintenance and grounds staff.
- Performs other related duties as required.

Requirements

- High school graduation
- Journey person certification preferred
- Building and grounds maintenance work experience, or an equivalent combination of education and experience
- Valid BC Class 5 Driver's License
- Working knowledge of WHMIS and WCB regulations
- Appreciation of and adherence to sustainable, conservation-minded building standards
- Ability to use hand tools and power equipment
- Understanding of BC building codes

- Ability to service and perform small mechanical repairs
- Ability to work independently and as part of a team, prioritize work, meet deadlines and school schedule needs
- Good communication and interpersonal skills
- Ability to lift and move heavy plants, materials and equipment

Working Conditions

- May require work in hazardous environments requiring protective equipment
- May be exposed to dust and high noise levels
- May be required to work on ladders, rooftops, and in unfavorable weather conditions
- Manual dexterity required to use desktop computer and peripherals
- Overtime and weekend work as required
- Interacts with residents, family members, staff, visitors and government agencies

Interested candidates are invited to submit a covering letter, resume and references, quoting the Posting number #1819079, by **April 22, 2018** to:

Human Resources
St. Margaret's School
1080 Lucas Avenue
Victoria, BC V8X 3P7 Email: careers@stmarg.ca