



E4C, one of Edmonton's oldest and most respected social service agencies, is seeking a Maintenance Associate eager to join our team. This is an excellent opportunity for a gifted professional to make a significant difference to people-helping and supporting individuals and the community in undergoing positive change and increasing capacity.

Maintenance Associate

Job Purpose:

The maintenance associate is responsible the maintenance and repair of properties operated by E4C including: apartments, shelters, group homes and main office. The maintenance associate ensures that the properties are well maintained and do not pose any physical risks to employees or residents.

Duties and Responsibilities

Maintenance

- Maintain all mechanical, electrical, heating, plumbing and alarm systems.
- Ensure grounds are well kept.
- Ensure knowledge of building and equipment specifications.

Administrative

- Purchase required supplies within budgetary guidelines.
- Advise Facilities and Maintenance Manager and Program Managers of upcoming building and maintenance issues.

Qualifications

Preferred:

- Extensive training and working knowledge of: plumbing, mechanical and electrical systems, boilers, dry walling and general construction.
- Sensitivity to and awareness of issues including poverty and mental illness.
- Clear Security Clearance Check.
- Valid Drivers License, proof of \$1 million PLPD insurance, operation of personal vehicle required.

Salary: \$ 19 p/hour and comprehensive Benefit package

E-mail: kernewein@e4calberta.org or fax: (780) 424-9192

This position will remain open until a suitable candidate is found.

Unless otherwise indicated, you resume will be considered for other positions within E4C.