

Located an hour east of Toronto, the thriving Southeastern Ontario community of Northumberland County has a rich history of agricultural production, world-class manufacturing, and economic viability. As the upper tier of municipal government, we weave together seven diverse yet complementary municipalities.

Currently, we are looking to fill the following vacancy:

Maintenance Technician

Permanent, full-time position

Reporting to the Senior Technician, you will ensure compliance with the Ontario Building Code and other related regulations, legislations, and permit requirements in order to maintain all County owned and operated buildings and facilities. You will perform all structural, electrical, building, plumbing, building security, and fire alarm system improvements, as needed, and confirm they are in working order and compliant with applicable codes. While purchasing and securing supplies required to complete these jobs, you will also sign off on jobs completed by contractors in order for payment to be made.

Qualifications & skills:

- A grade 12 diploma, with a college diploma in building maintenance as an asset.
- Minimum of five years of experience in building maintenance.
- Carpentry and project management experience would be considered an asset.
- Excellent oral and written communication skills that allow you to work well within a team environment while troubleshooting and problem solving.
- Ability to multi-task and establish priorities.
- Excellent time management and project management skills.
- Ability to work well under pressure.
- Highly motivated with the ability to work independently.
- Strong attention to detail and in good physical condition.

A valid Class G driver's license with a clean abstract and access to a personal vehicle is required. A 3 year uncertified driver's record obtained from Service Ontario must be submitted with your resume. **Resumes submitted without an acceptable driver's abstract will not be reviewed.**

The successful candidate will be required to submit a satisfactory criminal background check prior to the commencement of employment. We thank all applicants for their interest, however, only those selected for an interview will be notified.

When emailing your application, please indicate what source you found this posting in and please ensure your cover letter, résumé, and any other supporting documents are submitted in one file (preferably MS Word (.docx) or Adobe (.pdf)). Please also indicate in your cover letter your preferred method of contact: text, email, or phone call.

We invite you to submit your application **by 4:30pm on Friday, January 28, 2022** to:

Human Resources

County of Northumberland

555 Courthouse Road

Cobourg, ON K9A 5J6

Email: hr@northumberland.ca

Fax: 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to accessibility@northumberland.ca or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.