



Job Posting

Position Title: Maintenance Support/ Handyperson
Date Posted: May 1st, 2017
Application Deadline: May 19th, 2017
Start Date: June 26, 2017
Position Type: Summer contract – 7 weeks
Location: Blair Court Community House, South East Ottawa
Years of Experience: 1-2 years

Blair Court Community House is a non-profit, multi-service organization located in a social housing community. We offer social, educational and recreational programs and services to children, youth and families.

The Handyperson will be responsible for general repairs and upkeep of the community house. They will be required to perform light and heavy cleaning duties, remove waste from the property, and perform landscaping and general repairs or installations as needed.

Responsibilities:

- ▶ general repairs and maintenance
- ▶ painting
- ▶ waste removal
- ▶ cleaning
- ▶ landscaping
- ▶ working outdoors
- ▶ other related duties as assigned

Qualifications/Requirements:

- ▶ related experience
- ▶ CSA approved protective footwear
- ▶ a current police records check
- ▶ ability to work independently
- ▶ flexible schedule with evening availability
- ▶ Applicant **MUST** be a full-time student returning to school full-time in September 2017

Desirables:

- ▶ highly motivated, CPR and First Aid certification
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Compensation: Hourly
Hours per week: 30
Rate per hour: \$11.40

Send resumes with a covering letter to:

Blair Court Community House
1566 Station Boulevard
Ottawa, Ontario K1G 0M1
Fax 613-736-1366
Email blaircourt@rogers.com
Attention: Kristy Donnelly, Executive Director

*All resumes **MUST** be accompanied by a covering letter.*

Thank you to all applicants, but only those selected for an interview will be contacted. **No calls please.**