

MAINTENANCE

PERMANENT FULL-TIME
POSITION (40 hours/week)
Fort Frances, Ontario



DISTRICT OF RAINY RIVER
SERVICES BOARD

JOB OPPORTUNITY

The District of Rainy River Services Board is seeking a Maintenance person on a permanent full-time basis. This position is scheduled to work Monday to Friday, eight (8) hours per day for a total of forty (40) hours per week. You will also be required to participate and be on Stand-by for snow removal and to respond to emergency maintenance outside of regular work hours on a regularly scheduled basis.

Reporting to the Maintenance Supervisor, the Maintenance person is responsible for performing maintenance throughout the assigned projects and DRRSB buildings, including carpentry, plumbing, electrical, painting, unit turn-over duties and the investigation of heating and appliance repair. Additional duties include grounds-keeping and janitorial and will require travel throughout the District.

Qualifications will include:

- Two year college diploma or apprenticeship training in a related discipline and a minimum of three (3) years work-related experience.
- Knowledge and experience performing preventive maintenance duties and general maintenance repairs, including but not limited to carpentry, plumbing, electrical, heating, air conditioning, appliance repair.
- Knowledge and experience performing exterior repairs on building components, including but not limited to, fences, doors, windows, screens, locking devices, soffit, fascia, shingles, flashing, siding, eaves-trough, downspout, caulking, sidewalk/patio.
- Knowledge and experience preparing vacant apartments for tenants, including but not limited to, strip/clean/wax floors, shampoo/vacuum carpets, wash windows/walls, clean and repair appliances, patch/paint surfaces, repair/remove/replace/install electrical hardware (door bells, ceiling fixtures, fluorescent ballasts, exhaust fans, smoke detectors), repair/replace sinks/toilets, remove/replace floor tiles/counter tops/doors/windows, drywall.
- Knowledge and experience to safely operate, inspect and maintain equipment such as lawn tractors, mowers, hedge trimmers, weed-eaters, snow-blowers and other maintenance equipment.
- Ability to remove snow and ice from sidewalks, driveways, parking lots, balconies, including sanding and maintaining evacuation paths.
- Possesses effective verbal and written communication skills and the ability to exercise courtesy, tact, discretion and persuasion.
- Ability to work independently, cooperatively, and responsibly with minimal supervision, and within a team environment.
- Ability to travel throughout the Rainy River District and access to a vehicle.
- Must provide the satisfactory outcome of a CPIC Vulnerable Sector Screen as a condition of employment.

This is an open-ended recruitment call, subject to change. The 2025 hourly rate of pay for this position is \$29.75. We offer a competitive salary, an excellent benefit package and participation in the OMERS Pension Plan. Candidates who meet or exceed the requirements for this challenging position are invited to submit a resumé and cover letter, including three work-related references:

Joanne Spence, B.HRLR, CHRL, Human Resources Officer
District of Rainy River Services Board
450 Scott Street Fort Frances, ON P9A 1H2
Competition #HR-02-2025-MAINT-FT-FF
PRIVATE & CONFIDENTIAL
or emailed to: joanne.spence@rrdssab.ca