

MAINTENANCE

6 Month Interim Position (40 hours/week)

Fort Frances, Ontario



DISTRICT OF RAINY RIVER
SERVICES BOARD

JOB OPPORTUNITY

The DRRSB is seeking a Maintenance person on an interim basis for a period of approximately six (6) months, with the possibility of extension. This position is scheduled to work Monday to Friday, eight (8) hours per day for a total of forty (40) hours per week. You are also 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. You are required to be available to work flexible hours and overtime on occasion, as requested.

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 2026 hourly rate of pay for this position is \$30.65 (2027 hourly rate of pay is \$31.57), plus 6% vacation pay, plus 10% in lieu of benefits. 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 to:

Joanne Spence, B.HRLR, CHRL, Human Resources Manager
District of Rainy River Services Board
450 Scott Street Fort Frances, ON P9A 1H2

Competition #HR-31-2026-MAINT-6MTH-C

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or emailed to: careers@rrdssab.ca

The DRRSB wishes to thank all applicants, however, only those selected for an interview will be contacted. Information gathered is in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used for candidate selection and, for the successful applicant, relevant human resource purposes. The DRRSB is an equal opportunity employer. Accessibility accommodation is available for all parts of the recruitment process. Applicants need to make their needs known in advance. This document is available in an alternative format, upon request.