



*District School Board of Niagara invites applications for the following position*

**FACILITY SERVICES  
SUPERVISOR OF MAINTENANCE SERVICES**

The District School Board of Niagara has an opening for Facility Services, Supervisor of Maintenance Services. The successful candidate will have direct responsibility for the planned/preventative maintenance, repairs and minor renovations to numerous public school buildings in the Niagara Peninsula. The scope of work includes building envelopes, mechanical and electrical systems, elevating devices, fire and life safety systems, interior building finishes; renovations and alterations of buildings for small scale projects; high voltage systems as well as exterior lighting, and building keying.

**The preferred candidate will demonstrate strengths in the following areas:**

- Provide effective leadership for a team of qualified unionized tradespeople
- Plan and manage maintenance demands through a dynamic eBase work order system
- Provide world-class customer care and customer service
- Ensure all health and safety requirements are met and applicable training is provided and recorded
- Ensure accurate completion of all requirements related to documentation and reports for this position (attendance management, training, budgets, appraisals, etc.)
- Ability to apply policies, procedures and related agreements governing daily operations
- Other duties as assigned

**Qualifications required include:**

- A solid building maintenance background with an emphasis on mechanical and electrical systems
- Must hold a valid Ontario Trade Certificate with a minimum of 3 years of responsible supervisor/management experience in building maintenance (or equivalent)
- Two year College Diploma in a related field or trade school equivalent
- Ability to communicate with all levels of staff and establish effective working relationships
- Strong leadership, supervisory and communication skills
- Experience working effectively in a unionized environment
- Experience with computerized maintenance management systems such as eBase and experience with Microsoft 'Word' and 'Excel' will also be a requirement

This is a full-time position (35 hours per week) within the Board's Administrative Management Group which includes a competitive wage rate (\$69, 521 to \$82,767 per annum) and a comprehensive benefits package.

**Applications including cover letter, resume, and three professional references must be submitted via email to [careers@dsbn.org](mailto:careers@dsbn.org), by Wednesday January 24, 2018 at 4:00 p.m.**

**Please reference Facility Services, Supervisory of Maintenance Services in the subject line.**

*Applicants are thanked for making known their interest in working for the District School Board of Niagara. Only those applicants who have been selected for an interview will be contacted with respect to this advertisement.*

Warren Hoshizaki  
Director of Education

Dale Robinson  
Board Chair

The District School Board of Niagara is committed to inclusive, barrier-free recruitment and selection processes. We will offer accommodation for applicants as required throughout the stages of the recruitment and selection process. If you are contacted by the District School Board of Niagara regarding a job opportunity, please advise if you require accommodation. Information relating to accommodation will be addressed confidentially

