

The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 67,000 residents the area boasts fabulous restaurants, shopping and amenities. We are currently recruiting for a:

Maintenance Worker (Permanent Full Time)	
<b>JOB ID:</b> C75-24	<b>LOCATION:</b> 30 Centre St & Various Locations throughout Dufferin County
<b>JOB TYPE:</b> Permanent Full Time (non-union)	<b>DEADLINE TO APPLY:</b> 4:30 p.m. on March 4, 2025

Reporting to the Working Foreperson, the Maintenance Worker provides general maintenance and custodial services for assigned County facilities which includes responsibility for the general appearance, maintenance, and safety of the buildings and grounds. This is a broad description and individuals will be assigned to a specific functional area. Duties and assignments may overlap depending on operational needs and staffing levels.

### What we can offer YOU!

- A competitive hourly wage ranging between \$31.40 – \$36.73 (January 1, 2025 Non-Union Pay Grid)
- Enrolment in our comprehensive health benefits program and defined benefit pension plan
- Access to Perkopolis; discount, reward and benefits program
- Access to an Employee and Family Assistance Program
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI)
- A supportive and collaborative work environment.

### What you'll do

- Perform a variety of general repairs that do not require a specialized technician; (repair drywall, paint, repair doors and other building fixtures, etc.)
- Perform a variety of custodial duties; (clean fixtures and replenish supplies; clean roof and roof drains; dispose of waste and clean waste receptacles, wash windows, etc.)
- Perform routine maintenance on building systems; ensure critical equipment is operating properly and safely
- Maintain building security; ensure door locks, cameras, fire doors, fire routes, fire panels and emergency lighting are working properly
- Clean external areas such as entranceways, sidewalks and parking lots using manual and power brooms, rakes, shovels and other equipment to remove dirt, leaves, snow and other refuse to ensure safe access and egress.
- Clean, inspect and perform general maintenance on equipment used; oil change, lubrication, filter change, replacement of parts, etc.
- Assist Community Service Workers and the Housing Supervisor to help resolve tenant issues and concerns as they arise
- Other duties as assigned

### What you'll bring

- Secondary school diploma or General Educational Diploma (GED)
- Three (3) years of experience working in building and maintenance related roles
- Experience working with heating, cooling, electrical and mechanical systems
- Knowledge of general carpentry and repair
- Ability to use hand tools and power tools
- Excellent organizational and time management skills
- Strong interpersonal and problem-solving skills

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- Ability to work independently and under minimum supervision
- Ability to prioritize and complete work in a timely manner
- Excellent customer service skills
- Valid Class G driver's license and access to reliable transportation required
- Physically capable of performing all work required of this position which includes moderate to light lifting and carrying; walking or standing for prolonged periods of time, bending, kneeling, climbing ladders, crawling and operating motorized equipment and vehicles
- Must be available for rotational on-call duties and emergency work as required
- Clear criminal reference check

The County of Dufferin strives to provide exceptional customer service to all its residents and visitors. To effectively do so, all positions at the County of Dufferin require a commitment to upholding the County's equity mandate through on-going and mandatory training and examining our day-to-day operations and impacts through an equity lens. Therefore, throughout the selection process, candidates will have demonstrated their ability to be anti-racist, equitable, inclusive, and respectful.

### **Ready to apply?**

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: [hr@dufferincounty.ca](mailto:hr@dufferincounty.ca)

As an organization, we recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, to better reflect the growing diversity of our region.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin.
- Persons with visible and/or invisible (physical and/or mental) disabilities.
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions.

We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our workplace.

All applicants are thanked for their interest. Those chosen for next steps in the selection process will be advised by March 18, 2025. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.