



Maintenance Contractor **Golden Sunshine Municipal Non-Profit Housing Corporation**

Compensation: To Be Determined

Hours: 5-15 hours per week, plus project time as required

Location: 325 Catherine Ave Powassan, ON **Phone:** 705-724-3655

Part-Time Maintenance Contractor operating under their own registered business to support the ongoing upkeep, safety, and functionality of our residential building serving seniors.

Key Responsibilities:

- Perform general building and unit maintenance (e.g., drywall, ceiling tiles, painting, minor repairs)
- Carry out minor plumbing and electrical repairs (e.g., unclogging drains, replacing light fixtures)
- Ability to recognize when systems such as plumbing, electrical, sprinkler, elevator, or HVAC require service by a licensed professional
- Seasonal tasks: lawn care, snow removal, spring/fall cleanup
- Respond to tenant work orders and coordinate access
- Support emergency maintenance situations
- Complete garbage and recycling duties

Qualifications:

- Experience in residential/commercial maintenance
- Ability to operate tools and equipment (e.g., lawn tractor, snow blower)
- Knowledge of safety protocols and proper tool handling
- Strong communication and organizational skills
- WSIB certification and liability insurance required
- Must speak, read and understand English fluently
- Successful completion of a Vulnerable Sector (VS) Criminal Record Check (Paid for by employer)

What We Offer:

- Flexible hours to fit your schedule and existing contracts
- Competitive hourly rate for routine maintenance, with first opportunity and separate project-based compensation for approved capital improvements
- Relaxed and respectful work environment
- Consistent, ongoing work with bi weekly payment structure

To apply, submit your resume and a cover letter addressed to Mrs. Bernadette Kerr, GSMNP Board Chair email at goldensunshinepines@gmail.com. Position closes when filled.