



## **JOB POSTING**

Date Posted: March 12, 2019

**Application Deadline: March 21, 2019**

Position Type: **One-year Contract Full Time**

Locations: **Kingston Road, Toronto**

Starting Salary: \$29,926

Regular hours of employment are 8:30 a.m. to 4:30 p.m. Monday to Friday.

**Our mission is to operate high quality housing, support housing stability and create inclusive communities.**

**Mainstay Housing** works with people living with mental illness and substance use issues who are deeply affected by poverty, and provides them with housing, on-going support and greater opportunity to be part of a community. We are a private non-profit housing corporation, which owns and manages 41 buildings with over 900 units.

We have need for an individual who can help our team as a:

### **FULL TIME CARETAKER**

This position reports to a Manager, Building Services, and will be responsible, at specified properties, for cleaning, janitorial, grounds, snow removal, refuse removal and light maintenance services. You will be assigned a regular portfolio of buildings, and be assigned to rotating coverage for staff absences at other sites.

#### **Responsibilities:**

- Daily and cyclical cleaning of lobbies, corridors, stairwells, site offices, public washrooms, elevator cabs, meeting and common rooms, mechanical and storage rooms, caretaker's closets, garages, etc.
- Ensuring that the quality and timeliness of assigned work meets the required service standards and guidelines;
- Establishing and maintaining effective working relationships with Mainstay Housing staff, tenants, member agencies and contractors;
- Assisting the Manager, Building Services in the identification and resolution of site specific issues

#### **Qualifications:**

- At least two years' experience in all aspects of professional cleaning and light repairs;
- Knowledge of cleaning products and their appropriate application (e.g. Workplace Hazardous Materials Information System –WHMIS 2015);
- Experience operating cleaning machinery such as buffers, steam cleaners, power washing machinery, wet and dry vacuums, floor strippers, etc.;
- Ability to operate snow blowers and garbage machinery;
- Ability to lift over 40lbs, i.e. large bags of de-icer
- Physically able to manage stairs, and be mobile on feet, with work shoes/safety boots most of your 7-hour day
- Sensitivity to working with tenants of supportive housing;
- Experience in lock changes and repairs
- Experience in light plumbing and electrical repairs including replacing washers, removing blockages to sinks and toilets, repairs to electrical fixtures and outlets;
- Ability to perform repairs due to wear and tear and vandalism

#### **Asset:**

- Driver's license and a vehicle preferable to facilitate your movement between sites;

**Please e-mail resumes to [humanresources@mainstayto.ca](mailto:humanresources@mainstayto.ca)**

**Only applicants to be interviewed will be contacted. No phone calls please.**

Some building environments are not smoke-free and most do not have elevators.

Mainstay Housing is an environment that is characterized by respect, choice & inclusion. We strive to reflect the diversity of the community. We are committed to developing an inclusive, barrier-free selection process and work environment. If contacted, please advise human resources if you require any accommodation measures to ensure you will be interviewed in a fair and equitable manner. Information received relating to accommodation requests will be treated with confidentiality.