

Housing Maintenance Supervisor (Permanent)
(Salary Range: \$33.27-37.41/Hour)
Housing Department

The County of Grey is currently recruiting for a Housing Maintenance Supervisor. This position will coordinate effective repair of Grey County Housing units in regard to day to day maintenance and move out renovations.

Your primary responsibilities are to plan and coordinate day to day maintenance operations of Grey County Housing units. Coordinate and prepare units for new tenants on move in. This includes performing small repairs and performing carpentry repairs for units such as floor replacements, cupboard replacement, bathroom renovations. This position would also be responsible for arranging and monitoring other trades or contractors in the renovation of units.

Specific skills include a strong knowledge of building construction, building code, technical standards, municipal regulations concerning building construction, health and safety codes and legislation, the budget process and managing people.

Preferably the candidate will have post-secondary diploma or trade certification in carpentry or equivalent with 3-5 years' experience. A valid driver license and vehicle is required.

Excellent communication and interpersonal skills and ability to work well as a team.

Candidates for the above position are invited to submit resumes prior to **Friday May 31** at **4:30 p.m.** to:

Jodi Eagleson, Administrative Assistant
The County of Grey
595 9th Avenue East
Owen Sound Ontario N4K 3E3
Fax: 519-376-0445
Email: jodi.eagleson@grey.ca
Web: grey.ca/employment/

We would like to take this opportunity to thank all applicants. Only those to be interviewed will be contacted.

Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for employment.

Based on the nature of the position, pre-employment screening may be required including but not limited to; Criminal Record Searches, Financial Credit Inquiries; Educational and Credential Verification; Driver's Abstracts; Drug/Alcohol Testing; Pre-Medical Testing and Investigative Employment References.

The County of Grey is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.