



CARETAKER

The Moose Jaw Housing Authority requires 1 permanent, full-time caretaker, with duties to commence as soon as possible. The purpose of this position is to provide primary janitorial, building maintenance, security and tenant services in a 150-unit building. General working hours are Monday to Friday, 7:00 a.m. – 4:00 p.m.

The successful candidate will:

- have a high school diploma (or equivalent) plus three (3) years experience in the building maintenance field; or an equivalent combination of education and experience;
- Have general knowledge of building maintenance, grounds keeping and equipment maintenance;
- possess a valid fireman's certificate;
- possess a valid WHMIS certificate.
- meet the minimal physical requirements;
- have a valid driver's license and have a reliable vehicle for daily use;
- live on-site in the unit provided;
- pass a criminal record check prior to commencing employment.

The Moose Jaw Housing Authority provides a competitive salary and benefits package. Applications will be accepted until Friday, 19 March 2010, addressed to:

Mr. Jim Cannon, Operations Manager
The Moose Jaw Housing Authority
4th Floor City Hall
228 Main Street North
Moose Jaw, SK S6H 3J8
FAX: 694-2021
jcannon.moosejaw@housingauthoritiesk.com
www.moosejawhousingauthority.com

A full job description, with a complete listing of duties and responsibilities, can be picked up at the Moose Jaw Housing Authority office during office hours.

NOTE: Hiring preference will be given to senior, qualified, in-service candidates.