



JOB POSTING
SENIOR MAINTENANCE MANAGER
FULL-TIME INDEFINITE HIRE
BUILDING MAINTENANCE OPERATIONS
DEPARTMENT OF INFRASTRUCTURE HOUSING & ENVIRONMENT

SALARY LEVEL: PAY BAND 10 \$89,079.49 - \$131, 859.41 ANUALLY
DEADLINE TO APPLY: JULY 4, 2024, BY 4:00PM

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the Director, the incumbent is responsible for overseeing the Building Maintenance Program for the Mohawk Council of Akwesasne, and responsive to the sanitation and maintenance needs of Mohawk Council of Akwesasne Directors and Program Managers, to ensure that all assigned Sector Maintenance Managers, Maintenance Supervisors and support staff perform sanitation and maintenance effectively and efficiently. To ensure that MCA buildings are properly maintained according to applicable standards and best practices.

QUALIFICATIONS:

- Two-year college degree in a technical field and / or certification in technical field including but not limited to carpentry, plumbing, electrical, refrigeration, heating, and construction.
- Minimum five (5) years experience in various trade work involving building system maintenance with equivalent knowledge and experience with various skilled trades and disciplines in a variety of trade fields such as carpentry, plumbing, electrical, refrigeration, heating, or construction.
- Two (2) to five (5) years experience in administration and or management.

All interested applicants **MUST** submit all of the following documents:

1. a cover letter,
2. resume,
3. copies of all relevant certificates/diplomas,
4. status card (if applicable) and
5. three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment.

As a requirement of employment, all applicants must have a Canadian Social Insurance number.

An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

Submit application packages using one of the following methods (email preferred):

E-mail: jobs@akwesasne.ca

Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0

Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0