



Camp Kawartha

Outdoor Education Centre • Environment Centre • Summer Camp • Facility Rentals

Main Office: 1010 Birchview Road, Douro-Dummer, ON K0L 2H0

Phone: 705-652-3860 Fax: 705-652-1500

Email: info@campkawartha.ca Website: www.campkawartha.ca

Maintenance Assistant

Reports To/Supervised by: Property Manager

Job Type: Full time, permanent

Starting Rate: \$18.50/hour

Primary Duties & Responsibilities

- Assists in providing maintenance services for Camp properties and buildings including but not limited to, the care of all surfaces and service facilities; waste collection and disposal; water system upkeep and regulation, painting and minor repairs.
- Assists in outside maintenance of grounds, gardens and parking lots on a year-round basis, including but not limited to grass cutting, raking, reseeding, snow removal and snow shoveling and sanding
- Assists in ensuring support systems are operational including but not limited to pumping systems, water supply systems, septic and tile drainage systems and oil and hot water heating systems.
- Assists in a safety review of facilities by checking windows, screens and doors to ensure cabins are adequately protected from mosquitoes.
- Assists in performing minor repairs including painting, drywall, basic carpentry and other duties as may be reasonably assigned by Property Manager.
- Assists in monitoring protective systems including but not limited to fire alarm, heat detection, smoke detectors, fire exit doors, equipment, emergency lighting and fire extinguishers.

Qualifications:

- High School, College or University graduate in a related field
- Experience and/or formal training in property maintenance
- Basic carpentry skills
- Ability to operate hand and snow equipment; knowledge of maintenance procedures
- Exhibits initiative and self-direction

Credentials:

- Must have clear Criminal Record/Vulnerable Sector check to work near children
- Workplace Hazardous Materials Information System (WHMIS) Certificate
- Standard First Aid & CPR-C
- Certified Operator of a Small Drinking Water System and/or the willingness and desire to complete the online training to become a Certified Operator.
- The camp will provide opportunities for training in all these areas if necessary

Work Conditions & Physical Capabilities

- Work is in full view of the public; indoors and outdoors.
- Work may be subject to unusual and or unscheduled hours.
- Requires moderate to brisk physical exercise. Some lifting is required. Candidate must be in good physical condition to perform tasks assigned.

Send your resume & cover letter to: maintenance@campkawartha.ca