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## Job Description

**A unique opportunity to be employed with a military-themed boarding school located in West Lincoln, Ontario. Located just a short drive from Hamilton, Niagara, and Haldimand, Robert Land Academy (RLA) is a highly structured not-for-profit educational institution that encourages accountability and responsibility for boys in grades 5 to 12, while providing a safe and healthy learning environment.**

RLA is seeking a highly driven, solution-oriented **Maintenance Technician** to join our outstanding team. The Maintenance Technician will support the daily operations of the Academy by providing essential janitorial and property maintenance services. We are looking for individuals who have the ability to work as part of the maintenance team, with or without direct supervision to keep our 168 acres up to military standards. In such a dynamic work environment we are seeking individuals with problem solving and organizational skills to keep our facilities operational.

Review the **Job Description** at [www.rla.ca/careers](http://www.rla.ca/careers) for a complete listing of job responsibilities and minimum requirements for this position. Please forward resume and/or completed job application form, indicating availability to start and wage expectations.

### **You will be called upon to:**

- Work in a collaborative manner with all members of the maintenance team towards achieving common goals;
- Perform general cleaning and/or janitorial services both inside and outside of all academy buildings including but not limited to disinfecting high touch and high uses areas, dusting, vacuuming, sweeping, mopping, washing, replenishing supplies, etc.;
- Ensure daily, weekly and monthly cleaning schedules are implemented as required so that buildings and grounds are maintained in a clean, orderly and safe condition;
- Conduct daily inspections of the property and/or assigned areas and take appropriate action to ensure the highest standard of safety and maintenance;
- Provide support to academy staff in the conduct of special events and functions as required, including Parent-Teacher Days, Annual Inspection, Fall Exercise, etc.;
- Maintain personal appearance and turnout appropriate to a military themed workplace;
- Protect RLA by keeping information confidential;
- Maintain a safe and clean work environment by complying with procedures, rules and regulations.

### **You may be called upon to:**

- Assist with on-call 24/7 schedule in response to emergency after-hours calls;
- Conduct general property maintenance tasks including lawn maintenance, weeding, landscaping, snow removal, etc.;
- Ensure proper care of buildings, equipment, machinery and grounds;

- Safely operate machines, equipment, tools and hand tools according to tool specifications, including lawn tractors, snow removal equipment, pumps, shop tools, power tools, floor machines, etc.;
- Ensure all work is performed in accordance with best practices and in accordance with relevant Acts and Legislation, including but not limited to the Health and Safety Act;
- Attend and actively participate in all assigned training as required;
- Assist with building maintenance including dealing with electrical, plumbing, mechanical and general maintenance requirements;
- Perform other maintenance tasks and duties as assigned.

### **Requirements (Education, Experience, Skills and Abilities)**

- Must possess a valid Class G driver license and safe driving record;
- Experience or certification in plumbing, electrical, welding, or HVAC an asset;
- Ability to effectively read, write, understand and communicate in English;
- Ability to work flexible hours if required;
- Must be capable of meeting the physical demands of the job as listed, including but not limited to working both indoors and outdoors in varying temperatures and elements, working in cramped spaces, lifting and moving heavy objects, working on ladders, working with machinery and equipment, etc.;

The working environment varies from indoors to outdoors. Conditions can be hot and dusty, including exposure to the elements (primarily hot sun) in the summer, and extreme cold in the winter. Excellent manual dexterity, attention to detail, and hand-eye coordination is required. A combination of sitting, standing, walking, bending, crouching and kneeling is required. Must be capable of lifting at least 50 lbs.

Successful applicants must provide a satisfactory criminal record check within 4 weeks from the date of hire.

Only those selected for an interview will be contacted.

**No telephone inquiries, please.**

**For further information and to apply online, visit: [www.rla.ca/careers](http://www.rla.ca/careers)**

Robert Land Academy is committed to providing accommodation for persons with disabilities. Please notify us prior to the interview if you require accommodation during the interview process.

Job Type: Part-time with the possibility of moving to full-time.