

# Join our Team!

the haven



## Maintenance Attendant Opportunity

### ***About Us...***

We are on seven acres of beautiful oceanfront property where we have been offering personal and professional transformative learning programs for the past 40 years. In addition to our programs, we welcome resort stays, retreats, conferences, and special events. We attract a great mix of team members and many of our dedicated staff have been with us for years. We take our jobs seriously, but we have a lot of fun working together, too!

### ***About the Role...***

Reporting to the Maintenance Manager, the primary responsibility will be to perform routine building maintenance duties that will secure the safety of our guests and property as well as ensuring our guest's comfort during their stay.

### ***About the Responsibilities...***

- Perform routine building maintenance duties such as but not limited to; painting, minor electrical, plumbing and carpentry repairs.
- Monitor and respond to daily Work Orders; reporting the status to the Maintenance Manager.
- Respond to emergency calls for the Maintenance department.
- Report any requirements for maintenance supplies and equipment to the Maintenance Manager.
- Comply with all safety and health regulations.
- Work with and maintain relationships with co-worker and management team.

### ***About the Qualifications...***

- 2+ years of experience working with similar responsibilities as described above.
- Basic knowledge of plumbing, electrical, carpentry, and mechanical systems (including relevant equipment and tools) will be considered an asset.
- Ability to stand or walk for extended periods of time, bend, kneel and lift or move heavy equipment.
- Ability to read and interpret safety rules, operating and maintenance instructions, and other manuals and documents.
- Ability to work in a team environment and follow instructions from the management team.
- Ability to maintain confidentiality and privacy of the Haven's guests.
- May be required to work outside of normal work hours.

### ***About the Compensation...***

- Wage range: \$23.00 - \$27.00 depending on experience.
- Health benefits (medical and dental) after 3 months of employment.
- Discount on the Haven programs, staff meals, accommodation, and store purchases.
- Access of waterfront hot tub, gym and outdoor pool.

***Interested in joining our team?***

Please send us your resume to [info@haven.ca](mailto:info@haven.ca)

***We look forward to hearing from you!***