



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

**MAINTENANCE WORKER
INTEGRATED SOCIAL SERVICES**

ONE (1) TEMPORARY FULL-TIME POSITION (OVER 85)

POSTING NUMBER:	28-2025	STATUS:	INTERNAL/EXTERNAL
POSTING DATE:	MAY 2, 2025	CLOSING DATE:	MAY 9, 2025
AFFILIATION:	UNION	HOURS PER WEEK:	35
SALARY GROUP:	7	HOURLY RATE:	\$26.44 - \$32.33

POSITION SUMMARY:

Reporting to the Supervisor, Maintenance, the Maintenance Worker will support the ongoing upkeep and functionality of TBDSSAB facilities by performing a variety of general maintenance tasks that are not major plumbing and/or electrical work.

MAJOR RESPONSIBILITIES:

1. Perform general maintenance tasks (e.g., carpentry, general repairs).
2. Conduct inspections and complete work orders.
3. Assist with HVAC systems and grounds maintenance.
4. Ensure safety regulations are followed.
5. Performs other related duties as assigned.

QUALIFICATIONS:

Education/Experience:

- High school diploma or equivalent.
- Minimum two years of building maintenance experience.
- Basic knowledge of plumbing, electrical, and HVAC systems.
- Not able to perform major plumbing and/or electrical work.
- Ability to read technical manuals and blueprints.

Skills/Abilities:

- Excellent communication skills.

- Excellent customer service and conflict resolution skills for constant interaction with a diverse or difficult clientele.
- Strong knowledge of applicable codes, troubleshooting skills, and ability to read technical documents.
- Able to lift heavy materials and work in various environments.

CONDITIONS OF EMPLOYMENT:

- Must undergo a successful police records check, Type 2.
- Must have a valid driver's license.

HOW TO APPLY:

Applications must include a completed TBDSSAB application form, cover letter and resume. Please be sure to reference the position title and the competition number. Applications may be emailed, faxed, or delivered to the TBDSSAB location by 4:30 pm on the closing date to the attention of:

Human Resources
The District of Thunder Bay Social Services Administration Board
231 May Street South
Thunder Bay, ON P7E 1B5
Email: careers@tbdssab.ca | Fax: (807) 345-2466

Applicants currently employed by the TBDSSAB must complete the [Internal Application Form](#). Application forms are available on our website or are available for pickup at the TBDSSAB location. For more information on employment opportunities at TBDSSAB, please visit our [website](#).
<https://www.tbdssab.ca/about/careers/>

ADDITIONAL INFORMATION:

- Applications received for this position will not be acknowledged unless you are being notified of an interview.
- Reasonable accommodations are available upon request for all parts of the recruitment process.
- As an equal opportunity employer, the TBDSSAB encourages applications from Indigenous peoples, persons with disabilities, members of visible minority groups and women.



**Baakaakonaanan
Ishkwaandemonan**
Opening Doors for You