

MAINTENANCE MANAGER
CAMBRIDGE BAY HOUSING ASSOCIATION
CAMBRIDGE BAY, NUNAVUT
(2 YEAR TERM WITH RENEWAL OPTION)

The Cambridge Bay Housing Association (CBHA) has a challenging opportunity for an individual with exceptional technical, communication and leadership skills. Your role as the CBHA Maintenance Manager includes leading a team of 8 to 20 workers to perform the overall maintenance, preventative maintenance and renovations of approximately 276 units in public housing, and staff housing.

To be selected for an interview, you should have post-secondary education in a related field such as engineering, technology or a trade. The appropriate candidate will have at least 5 years' experience in a managing/supervising role within the construction industry. This position reports to the Housing Manager and also receives support from the Nunavut Housing Corporation Kitikmeot District Office. You should be motivated and be able to take initiative to tackle a heavy demand of housing maintenance work.

Knowledge and Experience of:

- Project budgeting and cost control
- Maintenance management software
- Inventory management and logistics
- Contract administration and project management

Ability to:

- Supervise maintenance staff, assess training needs, and mentor
- Identify methods to reduce the amount of on-demand maintenance calls
- Interact with Tenants and other interest groups on a day-to-day basis
- Keep proper records of all maintenance activities and contracts and provide reporting as requested to NHC District office staff
- Ensure CBHA property and structures are maintained at an optimum level
- Speak Inuinnaqtun is considered to be an asset

Details of this position:

- Is a non-unionized position
- A Criminal Record Check will be required for this position
- Starting salary of \$92,196
- Northern Travel Allowance of \$19,716
- Pension and insurance benefits
- Subsidized Housing is available
- Relocation and removal assistance
- Valid Class 5 Drivers License

A detailed job description for this position is available at the address below.

Renata Kostelski

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Phone: (867) 983-2465 Fax : (867) 983-2400

Email: cbhamanager@qiniq.com

Closing Date: Sunday, July 21, 2019 at 5:00 PM (MST)
Cambridge Bay Local Time