

Assistant Supervisor – Preventative Maintenance

If you're a skilled supervisor whose knowledge of applicable codes, standards and legislation is backed by related trades experience, here's a great opportunity to play a key role in ensuring the safety and maintenance of all Peel District School Board (PDSB) buildings and sites.

Reporting to the Supervisor of Preventative Maintenance, you'll manage, and respond to, the system's preventative maintenance, quality assurance, site work, asphalt paving and traffic safety needs, ensuring that Peel District School Board buildings and sites are safe, well maintained and available for continuous use. We will count on you to develop and implement an effective Preventative Maintenance program, develop short- and long-term plans for preventative maintenance and upgrading, and also develop and implement an effective program for computerizing preventative maintenance processes and records.

Your mandate as Assistant Supervisor will include responsibility for maintaining the integrity of mechanical systems, interior and exterior restoration work, and the repair and/or replacement of playscapes and gym equipment, asphalt paving, exterior concrete and site work, fencing, and exterior signage. Establishing and enforcing health and safety regulations, and facilitating all permits will be integral aspects of your job.

An Ontario-certified tradesperson with strong project management skills, you'll supervise unionized trades staff and contractors, coordinate traffic safety programs and schedules to minimize disruption to Board facilities, control materials inventory, and monitor actual performance/value against the allocated budget. Adept at building effective relationships with various stakeholders, you'll communicate with relevant Board and other personnel, government officials, and contractors involved in the completion of work.

EXPERIENCE AND QUALIFICATIONS

This key leadership role calls for a diploma/degree in Engineering or Architecture, OR an Ontario Certificate of Qualification in a relevant licensed trade, OR a certificate of completion in Building Environmental Systems Operator – Class 2, OR a combination of equivalent education and related experience. As the Board's new Assistant Supervisor of Preventative Maintenance, you will also demonstrate the following strengths:

- A minimum of five (5) years' related trades experience.
- Demonstrated leadership skills with supervisory experience.
- Effective interpersonal skills to establish and maintain effective relationships with all stakeholders, including contractors.
- Strong project management, organizational and problem-solving skills.
- Excellent communication skills, both written and oral.
- Knowledge of Building Codes, Building Science, Health and Safety Legislation, Ministry of Labour Standards and union contracts.
- Strong computer skills, including Microsoft Office.
- A valid driver's licence and access to a reliable vehicle.
- Demonstrated commitment to working in a diverse school community and/or work environment.

Salary range: \$82,534 - \$103,165 per annum

To apply for this position as Assistant Supervisor – Preventative Maintenance, please complete an online application through [Apply To Education](#). Your completed application package on Apply to Education must include your cover letter, resume and supporting educational credentials. **Applications must be received no later than 4:30 p.m., Wednesday, December 2, 2020.**

The Peel District School Board, one of the largest school boards in Canada, is a racially, culturally and linguistically diverse board that serves 155,000 students who have 162 different ethnic backgrounds, 87% of whom are racialized non-white. Our students have 121 different languages as a first language and are diverse in terms of their gender, gender expression, sexuality, ability,

faith and cultural background.

We appreciate the interest of all applicants, but will only be interviewing selected candidates.

For the safety of students, successful candidates will be required to submit a satisfactory [criminal background check](#) prior to the commencement of any employment duties. Recent changes made by the RCMP have resulted in significant processing delays for some candidates. You may wish to start the process to obtain your criminal background check as soon as possible.

We are also committed to inclusion and anti-oppression practices while also supporting the continuous growth and development of an equitable and empowered education system at the PDSB.

The Peel District School Board is committed to equity in employment. We will provide reasonable accommodation, based on any of the human rights protected grounds, during the hiring process if advised in advance.