

Maintenance Lead – Ref. No. 19032

The Alex Community Health Centre

Permanent | Full-Time

The Alex: Changing Health. Changing Lives. The Alex Community Health Centre is a not-for-profit organization that is changing how we look at health care in Calgary. Our health, housing and food programs support our most vulnerable neighbours, tackling tough health and social issues head-on. Using a multi-disciplinary team approach, we focus care on assessment, intervention and promotion of all aspects of health. We embrace a model of health care that is accessible, responsive and participatory.

What we do and why we do it:

The Alex Community Health Centre improves quality of life in our communities through a comprehensive model of healthcare. Our focus is on prevention, and our team of professionals work hard to step in before long-term interventions are needed, giving preventative care in a welcoming, easy to access environment.

The **Facilities Team** is focused upon the efficient and effective delivery of support services throughout all sites of The Alex. They make sure that buildings and their services meet the needs of the people that work in them and visit them. Services include building maintenance, cleaning, fleet maintenance, and security and parking to make sure the surrounding environment is in a suitable condition to work.

The **Maintenance Lead** is a key member of the Facilities team. This is a hands-on role that is responsible for overseeing general building and property maintenance for The Alex Community Health Centre and satellite sites. Accountable for performing highly diversified duties to install, troubleshoot, repair, and maintain production and facility equipment according to safety, predictive and preventative maintenance systems and processes to support the achievement of agency goals and objectives.

What you will do:

- Oversee building maintenance for all sites; ensure that buildings and equipment are maintained in a safe and orderly condition in accordance with health and fire regulations; maintain inventory records and files
- Coordinate and supervise fleet maintenance as directed; drive fleet vehicles as required
- Provide direction to Maintenance staff
- Monitor maintenance request ticketing system to ensure completion in a logical order and timely fashion
- Perform regular preventative maintenance of assets
- Prepare and paint various surfaces for the purpose of protecting property and/or maintaining attractive facilities
- Liaise with sub-contractors
- Maintain inventory of new equipment, manuals, and warranties
- Move and assist in transportation of furniture and equipment
- Repair various items, systems, and/or components to ensure items are available and in safe working condition
- Order repair parts, services, and supplies or repair equipment as necessary using discretion relative to costs and budgets
- Monitor site deliveries

What you will bring:

- Provincial or interprovincial trade certification
- 7-10 demonstrated experience in the trades
- Proficient computer literacy
- Critical thinking skills
- Effective oral and written communication skills
- Organized in approach; pro-active; reliable;
- Interpersonal rapport-building skills
- Ability to multi-task in a fast-paced environment
- Valid Class 5 non-GDL Driver's Licence and 3-year Driver's Abstract
- Knowledge of building code an asset
- Ability to perform a variety of physical labor including climbing ladders, bending, kneeling, reaching, standing for long periods of time, lifting and carrying up to 75lbs
- A desire to work with marginalized populations

Why You Want to Work with Us:

The Alex is an innovative and diverse organization which seeks to invest in its employees and see them succeed in their chosen careers. If you are seeking a deeply rewarding, yet challenging career helping Calgary's vulnerable populations, this might be the place for you!

- 3-paid weeks of Vacation (Prorated for part-time)
- Paid Wellness and Personal Days
- RRSP Matching after 6 months
- Investment in Professional Development
- Health and Lifestyle Enhancement benefit

How to apply:

If you are as passionate as we are about making a difference in people's lives, please email your resume to jobs@thealex.ca and be sure to include the job title and reference number in the subject line. **Deadline to apply is Thursday May 23, 2019 at 4pm.**

For further information about The Alex and its programs, we encourage you to visit our website at www.thealex.ca

We thank all applicants for their interest, however, only those selected for an interview will be contacted.