



Job Posting - JP19-04
Relief Superintendent
Block #3

ABOUT DURHAM REGION NON-PROFIT HOUSING CORPORATION:

Durham Region Non-Profit Housing Corporation is a social housing provider for the Region of Durham. It provides homes to tenants with low and moderate-incomes in approximately 1200 units throughout 19 residential properties. Our portfolio includes high-rise and low-rise apartments and townhome sites throughout the Region.

The mission of Durham Region Non-Profit Housing Corporation is to help meet the housing needs of the Region's diverse population through the provision of a practical, well-maintained and affordable housing portfolio integrated within the community. The Corporation assists with related services to support residents in their housing.

JOB DESCRIPTION:

Durham Region Non-Profit Housing Corporation is seeking a highly motivated individual for a live-in Relief Superintendent position. The live-in site location is TBD but located at one of the following Block #3, Durham North properties:

- Orchard Valley, 1580 Kingston Rd, Pickering, Ontario, 115 units
Highbush Village, 1840 Westcreek Dr, Pickering, Ontario, 46 units
- Reach Gardens, 57 Enzo Crescent, Uxbridge, Ontario, 44 units
St. Andrew's Place, 112 River Street, Sunderland, Ontario, 8 units
- Old Schoolhouse Apartments, 28 Queen St, Cannington, Ontario, 16 units
Cannington, 100 McKay St, Cannington, Ontario, 50 units
- Gillespie Gardens, 75 and 75A Nine Mile Rd, Beaverton, Ontario, 66 units

Please note: There is currently a scheduling pilot project in progress

As a member of Durham Region Non-Profit Housing Corporation and CUPE 1764-03, the Relief Superintendent is accountable directly to the property manager.

The Building Superintendent should possess a thorough knowledge of janitorial and building maintenance and repair methods based on awareness and experience in work standards and practices in various building trades such as mechanical, electrical, plumbing, painting and/or carpentry. This role also provides support to tenants and performs related work as required. Ideally, this candidate will live locally and have Superintendent experience in the non-profit housing sector.

CANDIDATE PROFILE:

The successful candidate must have knowledge, experience and be comfortable working with building machinery/equipment such as emergency generators, heating/boiler systems, makeup air units, circulating pumps, etc. Experience in a similar role is required, as well as effective communication and interpersonal skills. Respect for confidentiality is a must as well as professional conduct and safe working practices.

The successful candidate must provide a satisfactory police clearance; have a reliable vehicle, valid G class driver's license and insurance.

As an employer, Durham Region Non-Profit Housing Corporation is committed to build an organization that reflects the diversity of our tenants and communities we serve. We encourage applications from qualified individuals who represent diverse communities.

Accommodation for a disability will be provided in accordance with the Ontario Human Rights Code. Applicants are required to make any accommodation requests for the application, interview or selection process known in advance by contacting the Human Resources Executive Assistant, who will work together with the hiring committee to arrange reasonable and appropriate accommodation for the interview or selection process which will enable you to be assessed in a fair and equitable manner.

We thank all applicants; however, only those being considered will be contacted.

Please submit your resume and cover letter, quoting the Job ID, as soon as possible to:

Hiring Committee
Email: careers@durham-housing.com Fax: 905-436-5361
Durham Region Non-Profit Housing Corporation
28A Albert Street, Oshawa, ON L1H 8SC

Please quote the job posting number (JP19-04) with your submission; consideration will be given as applications are received

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Celebrating 30 Years