



**Job Posting - JP19-04 – External Posting
Relief Superintendent
Block #3**

ABOUT DURHAM REGION NON-PROFIT HOUSING CORPORATION:

Durham Region Non-Profit Housing Corporation (DRNPHC) is a social and affordable housing provider in the Region of Durham providing homes to tenants with low and moderate-incomes in approximately 1200 affordable rental units throughout 19 residential properties. Our portfolio includes multiple high-rise and low-rise apartments and townhouse complexes throughout the Region.

Seeking a building **Relief Superintendent** for our properties in Block 3:

- 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
- Orchard Valley, 1580 Kingston Rd, Pickering, Ontario, 115 units
Highbush Village, 1840 Westcreek Dr, Pickering, Ontario, 46 units

\$6,000 annual rate as of January 1, 2020

Unionized position - CUPE 1764-03, Block 3, reports to the Property Manager

A 1-bedroom rental unit is provided at Gillespie Gardens, 75 Nine Mile Rd, Beaverton, Ontario

Includes vacation, benefits + pension

JOB DESCRIPTION:

The Relief Superintendent should possess the knowledge and ability to perform janitorial and building maintenance and repairs based on experience 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. The Relief Superintendent covers 3 nights per week from 6 pm to 6 am the following day (Tuesday – Thursday). The Relief also provides some coverage for weekends, Superintendent vacations and sick days as required.

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

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/vulnerable sector check; 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 (careers@durham-housing.com), 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.

HOW TO APPLY:

Please submit your resume and cover letter (as one document) as soon as possible to:

Human Resources

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) in the subject line with your submission; consideration will be given as applications are received.