



Facilities Maintenance Technician

Full-time Permanent

35 Hours / Week

Location – Town of Parry Sound

Employment with the District of Parry Sound Social Services Administration Board offers an opportunity to make a positive contribution to our community. Providing caring human services, we are a forward-thinking organization focused on continuous improvement, employee growth and development, and providing exceptional service. We are dedicated to upholding a respectful and inclusive workplace with PSDSSAB values, supporting our employees, and offering generous compensation, benefits, and pension packages. We also encourage ongoing professional development and a healthy work-life balance.

Located on Hwy 400, approximately two hours north of Toronto, Parry Sound is situated on the shores of Georgian Bay in the UNESCO-designated Georgian Bay Biosphere Reserve. Parry Sound is a vibrant and dynamic community to live, work, and play.

Overview of the Opportunity

Under the direction of the Supervisor, the Facilities Maintenance Technician will be responsible for the general maintenance, incidental repairs, and upkeep of all DSSAB-owned and operated buildings, including the caretaking of grounds at their assigned project or projects. Work involves lifting and moving items weighing more than 50 lbs, including equipment, building materials, appliances, fixtures, and furniture, which can be physically demanding.

Required Qualifications Include

- Secondary School Graduation Diploma.
- Direct experience in property maintenance.
- Knowledge of building maintenance, HVAC, mechanical, boilers, electrical and plumbing systems, and energy-efficient building practices.
- Valid certification in CPR/First Aid.
- Good communication, interpersonal, organizational, and problem-solving skills.
- Demonstrated ability to work independently and produce measurable results within a time-limited program.
- Knowledge and understanding of all legislation relevant to the position.
- Basic level of computer skills.
- Knowledge of seasonal issues in all types of buildings and knowledge of all local building and fire codes.
- Proficiency in driving a vehicle with a trailer.
- Ability to perform work at elevated heights, including building rooftops.
- Proficiency in the use of power tools and hand tools.
- Must have a valid class G driver's license with insurance, access to a reliable vehicle, and ability to travel throughout the District as required.

Principal Responsibilities Include

- Working with the Housing Operations team in the property management of all DSSAB-owned and operated buildings.
- Performing general maintenance/repairs, and upkeep of all DSSAB-owned and operated buildings where a certified trade is not required.
- Ability to interact professionally with a variety of tenants, staff, and contractors.
- Lifting and moving items weighing more than 50 lbs, including equipment, building materials, appliances, fixtures, and furniture, which can be physically demanding.

A full copy of the job description, including full qualifications and responsibilities, is available upon request from jobs@psdssab.org

- Remote work is not available for this position.

We are proud to offer the following to our permanent employees

Comprehensive benefits package (including dental, vision, paid sick time), OMERS Pension with 100% matching contributions, generous vacation entitlement, employee wellness, Employee Assistance Program, and professional development.

Starting Wage

\$24.34 / hour, as per Collective Agreement.

Classification

OPSEU – Building Custodian
Status – Full-time Permanent

Please submit a cover letter & resume referencing job ID 25U-25 by October 1, 2025

Attn: Danielle Villeneuve, CHRP, Director of Human Resources, Email: jobs@psdssab.org

1 Beechwood Drive, Parry Sound, ON P2A 1J2

To view other employment opportunities, visit www.psdssab.org/employment

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

Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M.56, and will only be used to determine employment eligibility. Questions about the collection of information may be directed to the Privacy Officer at 705-746-7777 Ext. 5264.

The DSSAB welcomes and encourages candidates from First Nations, Métis, and Inuit, racialized and LGBTQ2S+ communities, women, and people with disabilities. The DSSAB is committed to an inclusive and barrier-free recruitment process and work environment. In accordance with the AODA, if you require accommodations, please contact the HR department. As a designated employer under the French Language Services Act, we are committed to providing clients with access to our programs and services in French. Bilingualism is considered an asset for all positions.

