



JOB POSTING
Operations
Facilities Worker Assistant
(Canada Summer Jobs Position)
(8 Week Contract – 35 Hours per Week)
Position Start Date – Mid-June
Wage \$17.20 per Hour
Posting No. MS0234

KEY RESPONSIBILITIES:

- Assist with grounds care at multiple facilities
- Assist with minor maintenance as required
- Assist with special projects as assigned by supervisor
- Assist with interior and exterior cleaning and painting as needed
- Adhere to a strict policy of confidentiality
- Work safely, identify any health and safety concerns and report to management
- Follow Mission Services workplace health and safety policies and procedures at all times
- Committed to uphold the organization's mission, values and standards

QUALIFICATIONS:

- Experience with tools and equipment handling
- Strong organizational skills
- Excellent verbal communication skills
- Works effectively to solve problems, both independently and as a team participant
- Exemplifies loyalty, confidentiality, tact and courtesy
- Respects the people we serve and demonstrates an understanding of their needs

HOURS OF WORK:

- 35 hours per week
- Ability to work a flexible schedule including evenings and weekends

LOCATION:

- The successful candidate will be required to work at multiple Mission Services' sites.

REQUIREMENTS:

- Police Criminal Record and Vulnerable Sector Check
- Proof of double COVID-19 vaccination, or willingness to register to receive these vaccinations as soon as possible
- Steel-Toed Boots Required

**This position has been made possible through the funding provided by Canada Summer Jobs Program.
Eligible applicants must meet the following criteria:**

- is between 15 and 30 years of age at the start of employment*;
- is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act**; and
- has a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial legislation and regulation
- *The youth must be 15 years of age at the beginning of the employment period. The youth may be more than 30 years of age at the end of the employment period as long as the youth was 30 at the beginning of the employment period.
- **International students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible.

To apply for this position, please send your cover letter and resume by 5:00PM on June 16, 2022 to:

Director of Human Resources

Mission Services of Hamilton

P.O. Box 368, Hamilton, ON L8L 7W2 or email to HR@mission-services.com

At Mission Services of Hamilton, we value diversity in our employees and we work from an anti-racism/anti-oppression framework and strive for equity and inclusion.

We strive to foster an organization that reflects the diversity of the community we serve and welcome applications from all qualified candidates. We encourage applications from individuals from underserved and underrepresented cultural and racial communities, from First Nations Inuit and Metis communities, Two-Spirit, LGBTQIA+ communities, and people living with disabilities

Mission Services is also committed to developing an inclusive, barrier-free selection process and work environment. We thank all applicants, however, only those candidates selected for an interview will be contacted. If contacted, please advise us if you require any accommodation measures to ensure you will be interviewed in a fair and equitable manner. Information received relating to accommodation requests will be treated with confidentiality.