



The YMCA of Brandon has the following job opening

YMCA of
Brandon

Maintenance Assistant

Salary Range: Based on Qualifications

Placement Date: May 2022

Nature and Scope

Reporting to the Director of Facilities & Maintenance, the Maintenance Assistant is an integral part of the YMCA of Brandon maintenance and cleaning team and is responsible ensuring the maintenance of The Dood Cristall Family YMCA facility and equipment. This hands-on role is responsible for the execution of a comprehensive preventative maintenance and repair program.

Responsibilities

YMCA Facility

- Provides hands-on services and supervision in the areas of maintenance and cleaning.
- Assists in the coordination of all relevant trades for cleaning, repairs and maintenance performed on equipment, building systems, refurbishment, and capital projects as required.

Equipment Maintenance & Repair

- Executes a proactive preventative maintenance program in all YMCA facilities.
- Ensures that all equipment is in good working order for members at all times.
- Coordinates timely equipment repairs as needed.

Cleaning

- Maintains an “as new” condition in all areas.
- Ensures that cleaning tasks are completed in a timely manner

Building Environment and Risk Management

- Ensures all areas of the facility are clean and welcoming.
- Responds in a timely manner to member and client concerns regarding building cleanliness or maintenance.
- Ensures cleaning chemicals are stored and managed safely.
- Ensures cleaning chemicals are being used in a safe manner and in compliance with local and provincial regulations.
- Adhere to all YMCA Child Protection Policies & Procedures

Qualifications

- Must possess good communication and interpersonal skills in order to deal effectively, professionally and diplomatically with staff, vendors and customers.
- Knowledge of and aptitude in mechanical, plumbing, carpentry, electrical, refrigeration, painting and HVAC systems.
- Experience in repair and maintenance of fitness equipment and facility an asset.
- Computer literate in email and basic word/excel software.
- Pool Operator’s license is an asset.
- Valid Manitoba Driver’s License is an asset
- Current Criminal Record and Child Abuse Registry checks.

Competencies

Commitment to Organization Vision & Values: *Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of the YMCA.*

Teamwork: *The Director of Facility & Maintenance is comfortable working within a team environment and is able to provide leadership or support depending on the situation. Communicates with other team leads to ensure all areas of the facility are working toward association goals.*

Problem Solving: *Identifies issues, gathers and processes relevant information coming up with possible solutions, selecting appropriate responses and implementing them.*

Working Conditions: *Please note that this position requires the successful incumbent to be flexible and available to work a variety of shifts including evening, weekend, and holidays dependent upon association needs. It should be noted that this position will require physical labor, lifting and working with a variety of materials and working at heights, among other manual tasks.*

If you are interested in this position, please send a letter of application and a resume, by **May 31** to:
James Meyer, Director of Facilities & Maintenance
YMCA of Brandon
231 8th St.
Brandon MB R7A 3X2
james.meyer@ymanitoba.ca

**No phone calls, please. Only those applicants selected for an interview will be contacted.*

