



330 Quebec Street
Victoria, B.C., V8V 1W3

Maintenance Attendant

The Huntingdon Manor and property sits on a prominent historical city block in the heart of Victoria's Inner Harbor. The main hotel features 115 non-smoking guest rooms varying in layout and dimensions, corporate rooms, bi-level gallery suites, dorm-style bunk bed lofts, pet-friendly rooms, and a wide range of amenities and services. The Pendray Inn and Tea House is our most prominent heritage building on the property. As a company, we value the essence of team synergy, as well as individual contributions which serve our customers.

We believe that each employee contributes directly to the Company's growth and success. Our promise is to provide comfortable accommodations in a relaxed and inviting setting. We recognize the importance of our employees in achieving this and we will provide a positive working environment which encourages their loyalty, commitment and hard work. We will strive to operate a hotel that is socially and environmentally responsible to our community, and our planet.

The Huntingdon Manor is currently seeking a full time Maintenance Worker to join our team.

YEAR-ROUND EMPLOYMENT, FULL BENEFITS.

Duties Include:

- Troubleshooting minor maintenance problems involving electrical, structural, plumbing and equipment repair or replacement.
- Performing preventive building maintenance duties.
- Performing routine plumbing repairs for toilets, sinks, urinals, water leaks, faucets and water fountains.
- Performing routine electrical repairs such as changing light bulbs, assist in repairing ballasts and lights fixtures.
- Assembling and move furniture.
- Repairing and replace door knobs, locks, door closures and install drywalls.
- Painting interior and exterior walls.
- Performing additional duties as requested by Management.

Required Skills:

- Knowledge of trades related to building maintenance and repair.
- Knowledge of a variety of building maintenance procedures and techniques.
- Knowledge of machinery, equipment and tools necessary for the maintenance and repair of public buildings.
- Knowledge of occupational hazards and safety precautions.

Qualifications:

- High School degree, diploma or a GED equivalent qualification from an accredited institution.
- Two year minimum experience as a maintenance worker.

Job Type: Full-time

Salary: \$22.00 per hour

Application Questions

- How many years of general labor experience do you have? _____
- Are you in Victoria, BC? _____

Performance Evaluation and Salary Review:

Annually

Work Schedule and Vacation:

- This position requires full-time hours, however, work schedule may vary annually based on time of year.
- You will have 5 days of sick leave per year.
- There will be two (2) weeks of unpaid vacation per year, dates to be approved by Employer.
- You are entitled to three weeks (15 working days) of paid vacation after one year in this position.

Holiday Pay:

- You are entitled to have 4% holiday pay per year, this will be deducted from each of your paycheques.