



PORCUPINE OPPORTUNITIES PROGRAM

Box 697
Porcupine Plain, SK S0E 1H0
Bus (306) 278-3017
Fax (306) 278-3150

Maintenance Worker

(Full-time Position)

Porcupine Opportunities Program (POP), a non-profit organization that supports adults experiencing disabilities, is seeking a full-time staff person to take a lead in performing maintenance work. Reporting to the Production & Maintenance Manager, the worker will proactively identify, prioritize, and perform repair, maintenance, and improvements, on POP's facilities and associated grounds. The position will also provide supervision and assistance, as needed, within POP's sheltered workshop. This will involve supervision and/or coaching of program participants on various tasks related to the maintenance role and/or other components of POP's workshop program.

The ideal candidate will have maintenance experience, including a working knowledge of basic carpentry, plumbing, electrical work, and equipment operation. They will have demonstrated ability to identify and troubleshoot repair and maintenance problems as well as skills and experience in managing and supporting others. Other qualifications include strong communication skills, an ability to manage multiple tasks, basic computer knowledge, and a working knowledge of safe work practices. An affinity for working with others and experience working with people experiencing disabilities are significant assets. A clean driving licence, a criminal record check, and a willingness to respond in event of emergencies are required.

Applicants are asked to submit a cover letter that explains their interest and fit with the position as well as a current resume. Applications should be submitted by email to popine@sasktel.net to the attention of Lenard Pelletier, Production & Maintenance Manager, by or before **Friday, August 4, 2017**.