



**Cornwall & Area Housing Corporation**  
**Société de logement de Cornwall et de la région**

1916, rue Pitt Street, # 11, Cornwall, Ontario K6J 5H3

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## **Manager of Capital Works and Maintenance**

### **Permanent Full Time**

Cornwall and Area Housing Corporation is seeking an individual to fill the position of Manager of Capital Works and Maintenance. Reporting to the General Manager, the Manager of Capital Works and Maintenance is responsible for providing technical services for all aspects of the capital works and building maintenance program and supervision of maintenance and custodial staff.

Specific duties include development, monitoring and revisions to annual operating and capital budgets; coordinate and oversee the capital works and maintenance program for a portfolio of 1178 rental units located in Cornwall and throughout SD&G; supervision of staff at locations within the City of Cornwall and the SD&G.

The ideal candidate will be C.E.T. certified with a minimum of 5 years related experience and possess a sound knowledge of housing construction technologies and the ability to evaluate complex maintenance problems; must have experience in interpretation of by-laws, building codes and other related legislation and regulations. Supervisory skills are required to schedule workload and to deal with staff performance issues. Training in WHIMIS and the Occupational Health and Safety Act is required. Candidates must be computer literate and possess excellent verbal and written communication skills. A valid driver's license and use of a vehicle is required. Bilingualism would be an asset.

Salary Range: \$70,312 to \$81,449

Applications will be received until **4:00 p.m. on Friday, March 8, 2019**

Forward resume and references to:

**Reference No. 2019-01**

General Manager  
Cornwall and Area Housing Corporation  
1916 Pitt Street, Unit 11  
Cornwall, Ontario  
K6J 5H3

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Cornwall and Area Housing Corporation is an equal opportunity employer