



JOB OPPORTUNITY

Maintenance Support

Position Type: Part-time, Permanent

Location: Haida Gwaii

POSITION SUMMARY

Reporting to the Maintenance Coordinator, the Maintenance Support will support the care and stewardship of Haida Tourism's physical assets. The Maintenance Support will assist with the maintenance services for all equipment, tools, machinery, and buildings, and understands the Corporate Management System, ensuring that safe work procedures are being followed.

DUTIES AND RESPONSIBILITIES

- Provides part time hands-on provision of maintenance services as well as assistance with the coordination of the activities of Haida Tourism staff engaged in repair and maintenance of machines, tools, radios, general equipment, water systems, buildings, and grounds, etc.
- Assists the Maintenance Coordinator with ensuring that new and returning staff are trained in safe work procedures and equipment operation.
- Supports preventative maintenance for all assets.
- Works on site at our land-based lodges, Haida House and Ocean House, throughout the year as required to ensure that maintenance programs are running effectively.
- Provides operational support as necessary.
- Other related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Excellent communication, problem-solving and organizational skills.
- Ability to lift 50 pounds, and able to stoop and bend.
- Valid Class 5 driver's license.

TRAINING, EDUCATION AND EXPERIENCE

- Minimum of 5 years' experience in an equivalent level of responsibility.
- Experience in the tourism industry, specifically Indigenous tourism is considered an asset.

HOW TO APPLY

Please forward your resume and cover letter to hr@haico.ca with the subject line *Maintenance Support*. Preference will be given to qualified Haida applicants. Only applicants to be interviewed will be contacted.

Application Deadline: January 14, 2022 at 4pm.