



INVITES APPLICATIONS FOR THE FOLLOWING POSITION

Position:	Maintenance Helper
Location:	Area 5 Maintenance Department
Start Date:	As soon as possible
Hours/Days/Months:	8 hours/day, 5 days/week, 12 months/year
Term of Employment:	Permanent
Salary:	\$22.34/hour
Unionized/Non-Unionized:	Unionized
Application Deadline:	Friday, September 26, 2025

QUALIFICATIONS

- Education acceptable to the School Division
- Valid Manitoba driver's license
- Knowledge of the duties of maintenance trades
- Good verbal and written communication skills
- Good planning and organizational skills
- Good interpersonal skills
- Ability to operate light equipment
- Ability to operate simple machines and motors and to use trade tools in a safe and effective manner
- Ability to understand and follow instructions
- Ability to work independently and as part of a team.

DUTIES AND RESPONSIBILITIES

- Completes routine tasks of some complexity and as appropriate to incumbent's level of skill and/or experience
- Performs routine maintenance and repairs to facilities, equipment and fixtures
- Assists maintenance person and trades persons as appropriate to skill and/or experience level and as allowable under applicable legislation and Division policy
- Performs tasks generally assigned labourers as required
- Performs other duties as assigned.

Applications should include a cover letter, current resume and a list of three professional references including contact numbers. Consent to contact references is also required.

Thank you for your interest; however, only applicants selected for an interview will be contacted.

By applying, you consent to the Division contacting your references. As a condition of employment, the successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Check) and Child Abuse Registry Check, at their own expense. Further information is available at www.fsdnet.ca

Reasonable accommodations are available for persons with disabilities on request.

Forward application package to:
Candace Wilson, Area 5 Superintendent
Frontier School Division
Norway House, MB R0B 1B0
Fax: (204) 359-6897
Email: Candace.Wilson@fsdnet.ca

