

MAINTENANCE TRADESPERSON I – (CARPENTER)

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| CURRENT LOCATION: | Maintenance Centre <i>(with the understanding that you are employed by the Saskatchewan Rivers Public School Division)</i> |
| POSITION: | Permanent Full-Time |
| STARTING DATE: | March 2, 2026, or as mutually agreed upon |
| POSTING DATE: | January 6, 2026 |
| CLOSING DATE: | January 9, 2026, by 4:00 pm, or until a suitable candidate can be found |
| HOURS OF WORK: | 8.0 hours per day / 40.0 hours per week. |
| SALARY: | Year 1 - \$34.65 per hour Year 2 - \$36.37 per hour Year 3 - \$38.18 per hour |

POSITION SUMMARY:

The Maintenance Tradesperson1 (Carpenter) provides skilled maintenance, repair, and renovation services across all Saskatchewan Rivers Public School Division facilities. This position supports the safe, efficient, and effective operation of schools and division-owned facilities through preventative maintenance, corrective repairs, and project support. The successful candidate will demonstrate competence in carpentry and related Red Seal trades and work collaboratively within a multi-trade facilities environment.

REQUIREMENTS FOR THE POSITION:

- Grade 12.
- Successful completion of a recognized apprenticeship program leading to Journeyperson certification.
- A minimum of ten years experience in one or more of the building trades.
- Related or supplemental training considered an asset (i.e. locksmith, hardware installation, etc.).
- Interprovincial Journey Person Certificate in one or more of the Red Seal approved building trades. *(Apprentices may also be considered, provided they are actively working toward completion of Journeyperson certification)*
- Valid WHMIS Certificate.
- Valid Driver's Licence.
- Valid First Aid/CPR Certificate
- Valid Safety Certifications as required for the role.
- Ability to perform carpentry work, including new construction, renovation, and repairs.
- Ability to safely operate hand tools, power tools, and assigned equipment.
- Ability to read plans and interpret specifications.
- Ability to plan, organize, and coordinate work related to assigned projects.
- Ability to oversee projects as an on-site supervisor, reporting to the Manager of Maintenance Services and/or Superintendent of Facilities.
- Ability to provide direction to contractors, sub-trades, labourers, and student helpers.
- Ability to work cooperatively with other trades and contracted personnel.
- Ability to maintain accurate records, documentation, and reports, and provide recommendations to management.
- Working knowledge of current technology, software, and systems relevant to facilities maintenance operations.
- Ability to work independently with minimal on-site supervision, exercising sound judgment and decision-making.
- Ability to perform heavy work, including exerting up to 100 lbs of force occasionally.
- Knowledge of, and ability to work within, Board policies, procedures, and occupational health and safety requirements.
- Ability to establish and maintain effective working relationships with staff, students, contractors, and the public, demonstrating tact and diplomacy.
- Ability to conduct oneself in a manner appropriate to an educational environment serving children, including strict adherence to confidentiality regarding school operations and student information.
- Ability to perform all other duties as outlined in the job description.

QUALIFIED CANDIDATES MAY APPLY IN CONFIDENCE TO:

Human Resources
Saskatchewan Rivers Public School Division
545 – 11th Street East, Prince Albert, SK S6V 1B1 Fax: 306-763-4460
hr@srsd119.ca

Please follow the application procedure as outlined on our website at https://www.srsd119.ca/?page_id=4999

Only short-listed applicants will be contacted.

Saskatchewan Rivers Public School Division is an equal opportunity employer. We are committed to creating an inclusive workplace and having a workforce representative of the diverse communities we serve. We welcome diversity and encourage applications from all qualified individuals.