Momiji

Respect, Dignity and Independence for Our Seniors

MOMIJI HEALTH CARE SOCIETY
3555 Kingston Road
Scarborough, Ontario M1M 3W4
PHONE 416.261.6683
WEBSITE momiji.on.ca

We are seeking a Maintenance Worker to join our team at Momiji Health Care Society!

Job Title: Maintenance Worker
Reports To: Superintendent
Location: Momiji Headquarters – 3555 Kingston Rd, Scarborough, ON, M1M 3W4
Salary or Salary Range: $19.50 - $21.50 per hour
Job Type: Full-Time

Momiji Health Care Society ("Momiji") is a non-profit organization dedicated to enhancing the independence, health, and quality of life of senior citizens, primarily of Japanese-Canadian descent. Our team is passionate about meeting the needs of our senior citizens and is committed to working collaboratively and openly with a results-oriented approach.

Job Summary: The Maintenance Worker is responsible for a variety of tasks related to the upkeep, repair, and overall maintenance of the building and its premises. This role plays an important part in ensuring a safe, clean, comfortable, and welcoming environment for residents, staff, and visitors. Working alongside the Superintendent, the Maintenance Worker responds to maintenance and repair needs, helps maintain building systems, and supports day-to-day operation of the facility.

Working closely with residents, volunteers, and staff, the Maintenance Worker contributes to a positive and supportive community for our seniors. This is an excellent opportunity for a reliable, flexible, and hands-on individual who takes pride in their work, enjoys helping others, and values building positive relationships with residents and colleagues.

Working Hours: Momiji operates seven days per week. This is a full-time, onsite position working 37.5 hours per week. Flexibility is required for occasional evenings, overnights, and/or weekends to support events, and/or operational needs.

Vacancy Status: This posting is for an existing vacancy.

Key Responsibilities

- Maintain cleanliness of common areas, vacant units, garbage/ recycling areas, and exterior grounds, including snow removal and landscaping
- Perform minor repairs, painting, carpentry, and general maintenance in tenant units, common areas, and exterior areas
- Assist with HVAC, plumbing, electrical, fire safety, and building system inspections and maintenance
- Identify and report maintenance issues, safety hazards, and repairs requiring escalation

- Respond to maintenance, security, and after hours emergencies as directed
- Assist with contractor access, coordination, and monitoring, and report issues or delays
- Maintain tools, equipment, and supplies and report inventory needs
- Respond to tenant requests professionally, resolving issues when possible or escalating as required
- Follow all health, safety, and building regulations and procedures
- Perform other duties as assigned

Required Skills, Qualifications & Experience

- Building maintenance experience, including minor repair, painting, dry wall, and cleaning
- Basic computer literacy; Outlook and Word
- Basic knowledge of building maintenance, including carpentry, plumbing, electrical, and HVAC systems
- Ability to follow instructions and work independently or as part of a team
- Physical ability to perform labor-intensive tasks, including lifting heavy equipment, standing for long periods, and climbing ladders
- Basic problem-solving skills to address common maintenance issues
- Strong communication skills and the ability to interact professionally with tenants and staff
- Basic computer literacy- Outlook and Word
- Japanese language skills are considered an asset.

Momiji is committed to fair and equitable recruiting practices in accordance with the Accessibility for Ontarians with Disability Act (AODA). Persons with disabilities are encouraged to come forward at any stage of the recruitment process to request accommodations, if needed. Momiji is an equal opportunity employer. We value diversity and are committed to building a team that reflects a wide range of backgrounds, perspectives, and skills.

Please note that AI-assisted tools may be used to support the preliminary screening of applications. All applicant assessments and hiring decisions involve human oversight.

If you are a reliable, dependable, and flexible individual who enjoys working with seniors and takes pride in helping create a safe, and welcoming environment, we encourage you to apply. As we are actively recruiting for this position, once a suitable candidate has been selected, we will be closing this posting and informing all candidates.

To apply, please use this link: https://pivotalhr.fitzii.com/apply/100700?s=c64

***We appreciate the interest of all applicants, but please note that only those selected for an interview will be contacted.**