

**THE CORPORATION OF THE COUNTY OF PRINCE EDWARD
JOB OPPORTUNITY
ENVIRONMENTAL SERVICES SUPERVISOR
FILE #: 2018-22**

The County is an island community on the shores of Lake Ontario with a proud United Empire Loyalist heritage. Boasting beautiful beaches and a unique rural landscape, the County offers serene country living. Our strong agricultural roots, thriving tourism attractions, renowned regional cuisine, and growing wine industry combine to offer a unique and unmatched quality of life. H.J. McFarland Memorial Home's philosophy of care is one that recognizes the individuality of each resident and where all staff, family members and community partners are valued and respected for their contributions to resident care.

Our Human Resources Department is currently accepting applications for the position of **Environmental Services Supervisor**. Reporting directly to the Administrator, the Environmental Supervisor is responsible for overseeing the physical property, housekeeping, laundry, maintenance, fire safety, security systems of the Home and adhering to Ministry and regulatory related programs to support the Mission, Vision and Values of the Home.

The ideal candidate will possess the following qualifications:

- Minimum grade 12 education with Post-secondary education in Healthcare Environmental Services Management, Building/Construction Engineering or Facilities Management
- Completed or enrolled in a recognized Environmental Services Leadership Program considered an asset
- 3 – 5 years' of related experience in housekeeping, laundry and maintenance services within a supervisory role; experience within an unionized work environment preferred
- Sound knowledge of the *Occupational Health & Safety Act*, Residents of Bill of Rights, Technical Safety Standards Association (TSSA), Public Health regulations and other associated legislations, regulations, Acts or by-laws
- Thorough knowledge of building and fire codes, industrial building equipment, technical standards, inspection, testing and servicing requirements, and maintenance trades with the ability to read and comprehend technical information
- Ability to work collaboratively as a team member within a multidisciplinary environment through personal behavior, work ethic and sharing of expertise and knowledge
- Excellent interpersonal, communication and customer service skills with the ability to exercise tact, diplomacy and good judgment at all times
- Strong organizational and time management skills with the ability to multi-task and manage competing priorities and undertake self-directed tasks
- Proficient in Microsoft Office applications, web applications, and other related software
- First Aid/CPR certified
- Satisfactory Vulnerable Sector Background Check

The current annual salary range for this permanent full-time position is \$61,312 to \$74,499 as per Band 3 of the Non-Union By-Law. Compensation also includes a comprehensive benefit package and membership in OMERS. Please submit your application prior to **4:00 pm on May 25, 2018** to careers@pecounty.on.ca.

We thank all candidates for their interest, however, only those selected for an interview will be contacted. We are an equal opportunity employer and support applicants with disabilities. Accommodations are available upon request throughout the recruitment process. Please email your request or call (613) 476-2148 ext. 1042.

The personal information being collected will be used in accordance with *The Municipal Act and The Municipal Freedom of Information and Protection of Privacy Act* and shall only be used in the selection of a suitable candidate.