

# MAINTENANCE TECHNICIAN



For over 20 years, Edon Management has delivered quality facilities and asset management services throughout Alberta. We recognize the importance of every team member in our success and we are looking for you to join our innovative and knowledgeable team! To find out more about Edon Management, visit [www.edonmgmt.com](http://www.edonmgmt.com).

## Here's what's waiting for you...

As a Maintenance Technician based at the Red Deer Remand Centre, you will be involved with the day-to-day maintenance, repairs, and tenant service requests for the building portfolio.

- Full-time, weekday hours (11:30 a.m. to 8:00 p.m.)
- Ideal position for entry into building operations

### Competitive Compensation Package includes:

Ongoing Educational Assistance  
Mileage Reimbursement

Family Dental & Health Benefits  
Cell Phone Allowance

Employee RRSP Program  
Work Boot Allowance

## Here's how you'll make a difference...

### Major Responsibilities

- Perform maintenance, repair and improvement tasks that address building and client issues (e.g. furniture assembly and repair, hanging window coverings, graffiti removal, ceiling repairs, minor wall and floor repairs, minor painting)
- Assist with completing preventive maintenance tasks
- Respond to service requests and emergencies
- Complete documentation, work orders, forms and records relating to work tasks
- Actively participate in Edon's Quality Management System to ensure quality standards are achieved
- Interact and establish good customer relationships with client contacts

### Experience & Qualifications

- Two years of previous building maintenance experience
- Completed Grade 12 education
- Strong command of the English language (written and verbal)
- Strong customer care and communication skills
- Owns basic hand tools to complete building maintenance and repairs
- Experience using basic power tools and completing basic building maintenance tasks

A detailed job description can be requested by emailing [centralcareers@edonmgmt.com](mailto:centralcareers@edonmgmt.com).

## Apply Today

If you want to further your career in building operations with a **dynamic team** in a growing company...

Email your resume to  
[centralcareers@edonmgmt.com](mailto:centralcareers@edonmgmt.com)  
stating Job No. 2RD06142018 in the  
subject line.

Fax your resume to 403-341-0626  
with a cover page stating  
Job No. 2RD06142018.

Drop off your resume to reception at:  
Suite 302, 4920 51 Street  
Red Deer, AB  
T4N 6K8

All resumes will be considered, but only those candidates selected for an interview will be contacted. Thank you for your interest in employment with Edon Management.