

Job description for: **Maintenance Person (Seasonal)**

Reports to: Maintenance Manager, Big White Central Reservations

Employment: Full Time Seasonal

Duties and Responsibilities:

**Maintenance Pre Season**

- Coordinate all with the Maintenance Manager on ordering
- Coordinate with Owner Relations on unit repairs

**Maintenance:**

- General repairs to hotels and condominiums
- Accepts work orders from various sources
- Prioritize work orders and organize oneself to carry them out efficiently
- Troubleshoot problems and find solutions
- Work productively and cooperatively with peers, management and guests
- Able to complete carpentry, plumbing, electrical, furniture repair, appliance, drywall and paint repairs
- Team player with a happy outlook who enjoys people
- Work safely at all times
- Have a drivers license qualified to operate in B.C., international driving license if you are from out of country
- Perform preventative maintenance tasks
- Excellent verbal and written communications
- Responsible attitude
- Preference given to person with Trade qualification or equivalent experience in painting, electrical, plumbing or carpentry
- Must be able to acclimatize to working at high altitude
- Daily check and maintain the Maintenance Vehicles
- Any other reasonable requests as made by any other Central Reservations Manager