

Lynch Fluid Controls Inc. is a manufacturer of high-quality fluid power components located in Mississauga, Ontario. We were established in 1987 and have been gaining recognition in many countries as a source of fluid power products.

From our home in Mississauga, we design, manufacture and export hydraulic manifolds, valve systems, electronics and a growing selection of products that have been created by our first-class team. Our exclusive distribution arrangement with Sun Hydraulics has been the backbone in our manifold manufacturing division. We have been able to take cartridge valve integration to a new level and are now suppliers to many well recognized fluid power establishments and OEM's. We now routinely design manifolds for the world market that interface with many manufacturers, fluids, materials and applications.

**JOB SUMMARY:** This part-time position will be responsible for the general interior and exterior building(s) maintenance, will keep them in a safe and presentable condition and carry out general maintenance work. This position assists with routine and some preventative maintenance and repair procedures on the buildings, and landscaping under the supervision of the Chief Operating Officer.

**RESPONSIBILITIES:**

- Perform building maintenance duties such as outlined in a daily/weekly/monthly /quarterly/annual schedule.
- Perform diagnosis and general repairs, construction and other permitted/non-permitted activities including but not limited to plumbing, electrical, HVAC, appliances, fixtures, floors/walls/ceilings, installations & replacements of various items, upgrades, relocation of items.
- Occasional snow removal (machine is provided) and landscape duties, including garbage disposal.
- Maintain polite and good communication with your colleagues and Managers at all times.
- Listen, respond, and take appropriate action to internal and external issues.
- Carry out any other reasonable duties within the overall function of the job.
- Ensure consistent application of company's policies and procedures.
- Maintain Recycling procedures.
- Maintain and promote Health and safety within the buildings and always adhere to company policies and procedures regarding workplace safety.

**ACADEMIC/EDUCATIONAL REQUIRMENTS:**

- High School Diploma

**REQUIRED SKILLS/EXPERIENCE:**

- 1 - 2 years' experience in the care and maintenance of buildings and knowledge of methods, safety practices, materials, and equipment used in janitorial work is preferred.
- General contracting & construction or competent handyman skills.
- Previous cleaning experience in a manufacturing environment is an asset.

- Forklift and/or scissorlift experience is an asset.
- Some knowledge of plumbing, electrical, mechanical and carpentry
- Able to communicate in English.
- Time management skills
- First Aid Qualification is an asset.
- Computer knowledge of MS Office (Outlook, Excel, Word) is an asset.

Must meet requirements of Canadian Controlled Goods Program (CGP)

**\*\*\*\*\* PLEASE SEND YOUR RESUME IN PDF FORMAT ONLY**

*Lynch Fluid Controls is proud to be an equal opportunity workplace. Our goal is a diverse, inclusive, and barrier-free workplace. We will provide reasonable accommodation to applicants with disabilities at all stages of the hiring process in accordance with the Ontario Human Rights Code, and the Accessibility for Ontarians with Disabilities Act. If you are a person with a disability and need the job posting in an alternative format or any other accessible accommodations during the hiring process, please send your request to our Human Resources department.*