



JOB POSTING

POSTING #: 2026-16

MAINTENANCE COORDINATOR – CANADA SUMMER JOB

WAGE RATE: \$17.60 PER HOUR, 35 HOURS A WEEK

CONTRACT PERIOD: 8 WEEKS

THE OPPORTUNITY

Join one of the [Top 10 Canadian Youth Impact Charities of 2022](#) today! Since 2010, Charity Intelligence has awarded Eva's with high marks for financial transparency, accountability to donors and cost-efficiency.

Learn more about Eva's Initiatives and the work that we do.

[About Us - Eva's Initiatives for Homeless Youth \(evas.ca\)](#)

DUTIES AND SCOPE OF WORK

The position will report to the Senior Manager, Facilities and Safety. The student in this position will have regular meetings with their direct supervisor and prompt, actionable feedback on their job performance. They will be required to attend a weekly meeting. The Senior Manager, Facilities and Safety will be responsible for the day-to-day supervision and observation of the student, including determining tasks and completion, evaluating work and performance, and managing workplace expectations.

The student will work together to create objectives, tasks, and goals.

Ongoing support will be provided as well as cross-functioning exposure for professional development. The role is a contract position for a period of 8 weeks. This position is located at: Eva's Place, 360 Lesmill Rd, M3B 2T5.

RESPONSIBILITIES

- 🔑 Supporting maintenance staff with preventative maintenance, general building upkeep, and equipment repairs, including painting, wall patching, minor plumbing fixes, and drain cleanouts.
- 🔑 Conducting facility inspections for mechanical, electrical, and fire safety systems, as well as documenting and reporting findings.
- 🔑 Assisting with groundskeeping tasks such as lawn mowing, trimming, and outdoor cleaning to ensure the property remains safe and welcoming.
- 🔑 Performing small-scale building repairs and routine maintenance tasks using hand tools and light machinery.
- 🔑 Researching materials, tools, and parts for procurement related to building maintenance and repair projects.
- 🔑 Maintaining accurate records of completed tasks, inspections, and maintenance schedules.

Note: This position requires the ability to lift and carry weighted items and work in accordance with health and safety standards, including the Employment Standards Act and WHMIS regulations.

QUALIFICATIONS

- Experience in carpentry, plumbing, mechanical and electrical work.
- Experience maintaining facilities and equipment/ property management.
- Knowledge of building and fire codes, environmental guidelines and AODA.
- Ability to work independently and on own initiative.
- A strong dedication to social justice, coupled with a fundamental grasp of systemic obstacles contributing to youth homelessness.
- Adept at multi-tasking and effectively prioritizing tasks.
- Unwavering commitment to the principles of Anti-Racism and Anti-Oppression.
- Self-sufficiency and the ability to work independently.
- Ability to work collaboratively with cross-functional teams.
- Strong problem-solving and analytical skills.
- Age: You must be between **15 and 30 years old** at the start of employment.
- **Eligibility:** You should be a **Canadian Citizen**, a **Permanent Resident**, or **Conventional Refugee**.
- Work Authorization: You must be **legally entitled to work in Canada** (which means you need a valid Social Insurance Number).
- A Clear Vulnerable Sector Police Reference Check
- Proof of up-to-date adult immunization status as per Toronto Shelter Standards
- Proof of valid CPR & First Aid certificates
- A signed Declaration form from Human Resources Development Canada (HRDC)

APPLY

Submit a cover letter and resume in one document by **April 24, 2026**, to careers@evas.ca Be sure to indicate **2026 – 16 Maintenance Coordinator- Canada Summer Job** in the title. No phone calls, please.

CONDITIONS OF EMPLOYMENT

<https://www.evas.ca/conditions-of-employment/>

LAND ACKNOWLEDGEMENT

<https://www.evas.ca/land-acknowledgement/>

LOOKING TO LEARN AND GROW WITH US?

Check out other all our employment opportunities on our website at <https://www.evas.ca/employment/>

Eva's Initiatives for Homeless Youth

Administrative Office: 60 Brant Street, Toronto, Ontario, M5V 3G9

Email info@evas.ca | Website www.evas.ca

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