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| **COMPANY:** Edenshaw Management Limited | **LOCATION:** Mississauga, ON |
| **TITLE:** Handyman | **JOB TYPE:** Full-Time / Permanent  |
| **REPORTING TO:** Team Lead, Customer Relations & Sr. Director of Customer Relations | **CONTACT:** Careers@edenshaw.com |

**COMPANY BACKGROUND:**

Edenshaw Developments Limited is a mid sized multi-family and high-rise residential developer based in Mississauga, Ontario and dedicated to complementing and enhancing the neighbourhoods in which it builds. With mindfully designed residences and thoughtfully planned, life-enriching amenities – we’re not just building properties we’re crafting communities.

**SCOPE**

The Customer Relations department acts as the “company ambassador” for Edenshaw. The Customer Relations, Handyman will report to the Warranty, Team Lead and the Sr. Director of Customer Relations and is a direct representation of the company’s workmanship and quality. The Customer Relations, Handyman must have expertise in multiple types of condominium operations, repairs, and maintenance, both in suite and common areas.

**RESPONSIBILITIES**

* Handyman and general knowledge of multiple scopes
* Carpentry and Millwork Cabinetry
* Painting interior and exterior
* Drywall installation, repairs, patching and sanding.
* Caulking, both exterior and interior
* Flooring installations, vinyl, laminate, engineered hardwoods, and carpet
* Tiling, floors, and walls
* Plumbing fixture installations and troubleshooting
* HVAC & Fan Coil systems
* Basic electrical, panel breakers and fixtures
* Window wall, curtain wall, and punched window operations
* Exterior cladding and stucco
* Skilled at concrete block, and or concrete installation process
* Stair and balcony handrail systems
* Ability to problem solve and come up with creative solutions.

Customer Relations, Handyman must be confident in the following areas:

* Customer Service and Client Relations, Excellent Communication Skills
* Knowledge of Tarion Construction Performance Guidelines
* Knowledge of Ontario Building code
* Material management
* Ability to manage work orders and a team to ensure completion in priority sequence and schedule.
* Overseeing contractors to ensure work is quality and completed to Edenshaw standards.
* Comfortably working in new homes and condominiums (unoccupied & occupied) on a construction job site.
* Ability to keep a clean and respectful work environment.
* Working at a new construction residential high-rise project
* Could take direction and manage a team of handymen.
* Could operate a computer and iPad
* You are adverse at completing PDI Inspections

**QUALIFICATIONS**

* Must have a current Driver's License and Vehicle Insurance
* Must have work tools, work vehicle and excellent references.
* Must have 10 to 15 years’ experience working for a developer, single family home builder, construction remodeling or home repairs.
* Must pass screening process which includes a background check.
* Must have a smartphone and access to the internet.
* Must be willing to wear branded apparel

**INCLUSIVENESS**

At Edenshaw, we are committed to fostering an inclusive, accessible environment, where all employees and customers feel valued, respected, and supported. We are dedicated to building a workforce that reflects the diversity of the community in which we live and serve. We strive to build a high-performance team and a culture of psychological safety, professional growth & development and fun. If you require an accommodation for the recruitment/interview process (including alternate formats of materials, or accessible meeting rooms or other accommodation), please let us know and we will work with you to meet your needs.

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