PRINCE ALBERT Est. 1887
CATHOLIC SCHOOL DIVISION
Learning for life through Catholic Education

The Prince Albert Catholic School Division invites applications for

Maintenance Worker

Full-Time Position

The Prince Albert Catholic Division requires a Maintenance Worker to join a strong maintenance team that serves approximately 3000 students and 350 staff. Our school division has six elementary schools and one high school with French Immersion and English education opportunities.

This position will provide an exciting challenge for experienced and qualified candidates. The candidate must be able to communicate and support stakeholders (students and staff) while working with the school division team. The Maintenance Worker will work directly with the Facilities Manager to maintain and support the school division's facilities, equipment, building systems, and grounds infrastructure and all associated applications for both educational and business operations. The work schedule is Monday to Friday from 7 am to 12 pm, and 1 pm to 4 pm. This position includes health and pension benefits.

Qualifications:

- A minimum Grade 12 diploma from a recognized educational institution approved by the Board of Education or a General Education Diploma (GED) is required.
- Required skills in carpentry, building systems, electrical, plumbing, HVAC, or painting.
- Knowledge of policies, practices, and procedures governing construction, renovations, maintenance of facilities, and grounds maintenance.
- Minimum three (3) years' experience performing repairs and preventative maintenance
- Functional knowledge of Occupational Health and Safety Standards.
- Knowledge and skill in safety procedures for installing, repairing, and maintaining building systems and maintenance equipment.
- Recent education on the Workplace Hazardous Materials Information System (WHMIS).
- Working knowledge of computer software, including MS Office and related programs.
- Valid Class 5 Drivers' License.
- Boiler and HVAC monitoring. (Valid Fireman's Certificate is an asset.)
- Commitment to promoting the aims and goals of the Catholic School Board of Education.

Qualified candidates are to submit a letter of application, curriculum vitae, and completed Employment Application Form – Support Staff in person or to **jobs@pacsd.ca**.

Preference will be given to applications submitted by 9 a.m., November 16, 2026. Inquiries can be directed to Robert Tessier, Superintendent of Human Resources, by phone at (306) 953-7500.

Position to begin immediately or upon mutual agreement and will be posted until filled. We wish to thank all applicants for their interest. Only those candidates selected for an interview will be contacted.