# BUILDING SUPERINTENDENT APPLICATION FORM

Please complete the attached application form in addition to providing your resume.

The selection board will rely on information and information from your resume to determine whether a candidate will be invited for further assessment.

|  |  |
| --- | --- |
| **Advertisement #** | 409 |
| **Job Title** | Building Superintendent (MT1/2) |
| **Department(s)** | Department of Manitoba Housing and Renewal Corporation  |
| **Location(s)** | Winnipeg |

## PART 1: APPLICANT INFORMATION

**(REQUIRED)**

|  |  |
| --- | --- |
| First Name:      | Family (last) Name:      |
| Phone Number:      | Email:      |
| Address:      | City:       |
| Province:      | Country:      | Postal Code:      |

[ ]  I am currently employed with the Manitoba Government in a term, regular or departmental position.

## CONDITIONS OF EMPLOYMENT

* Must provide a current satisfactory Criminal Record Check with a Vulnerable Sector Search. **Having a criminal record will not preclude you from being eligible for consideration. Criminal Records will be assessed on a case by case basis**
* Must provide a current and Satisfactory Child Abuse Registry Check
* Must provide a current and satisfactory Adult Abuse Registry Check
* A valid Class 5F Manitoba Drivers’ License and the ability to provide your own transportation and travel within Winnipeg
* Must be physically capable to perform the duties related to the position such as but not limited to snow clearing, grounds maintenance and standing and walking for long periods of time

## PART 2: SCREENING CRITERIA

**(REQUIRED)**

*For each of the screening criteria for this position, describe how you meet the criteria, using specific examples from your experience.**Experience can include work, volunteer and/or educational experience.* ***You must not exceed a maximum of 200 words per screening criterion.*** *Additional criteria may be reviewed at a later stage with candidates selected for further assessment.*

|  |  |
| --- | --- |
| **Screening criteria** | **Describe how you meet each screening criterion, using specific examples as appropriate.*****You must not exceed a maximum of 200 words per screening criterion.***  |
| 1. Experience with minor plumbing repairs of changing taps
 |       |
| 1. Experience with investigating sources of water leaks
 |       |
| 1. Experience with minor toilet repairs
 |       |
| 1. Experience performing minor household repairs i.e. changing door hardware, changing and repairing screens, repairing handrails, caulking, etc
 |       |

## PART 3: EMPLOYMENT EQUITY DECLARATION

**(VOLUNTARY)**

*The Manitoba government is committed to the principle of employment equity. It is our goal to achieve a civil service workforce that is reflective of the public we serve. Employment equity is a factor in our hiring processes where a designated group is underrepresented within the organization. You are encouraged to identify whether you are a member of any of the four designated groups. Completion of this employment equity declaration is voluntary.*

[*Click here for more information on the Employment Equity Policy.*](http://www.gov.mb.ca/csc/policyman/equity.html)

[ ]  I am a woman

[ ]  I am an Indigenous person

[ ]  I am a person with a disability

[ ]  I am a visible minority

[ ]  No employment equity status to declare

|  |
| --- |
| Definitions of Employment Equity groups are available on the back of this form or on the following link **https://www.gov.mb.ca/csc/policyman/equity.html**  |

## PART 4: VETERANS’ PREFERENCE DECLARATION

**(VOLUNTARY)**

*Veteran status is a consideration in all competitions where it is deemed to be in the public interest. Completion of this veterans’ preference declaration is voluntary.*

[*Click here for more information on the Veterans’ Preference Policy*.](http://www.manitoba.ca/csc/policyman/veterans.html)

[ ]  I wish to declare Veteran status

## PART 5: APPLICATION DECLARATION

**(REQUIRED)**

|  |  |
| --- | --- |
| By indicating “yes” in the adjacent box, I certify that the information provided on this application is accurate and complete to the best of my knowledge as of the date indicated below. I understand that falsified or misleading statements and omissions will result in rejection of this application and, if employed, may be cause for termination. (yes/no) |  |

Date:

**We thank all who apply and advise that only those selected for further consideration will be contacted.**