



## JOB POSTING

No. MCSTC E-24-031

POSTED: September 13, 2024

DEADLINE: 4:30 p.m., September 19, 2024

### Locksmith

\$44.14 per hour

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*The Toronto District School Board invites applications for the following position.*

*The work will be scheduled by the Maintenance Team Leader and will normally be performed on the day shift; however, shifts may occasionally change for operational requirements. The regular weekly hours of work are 37.5 hours. This Unionized position is governed under the Collective Agreement between the TDSB and Maintenance & Construction Skilled Trades Council.*

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**These positions will also be advertised externally.**

#### **Vacancy/Region:**

- 1 Vacancy – Maintenance LC2 South (2SM)

#### **Effective:**

Immediate

#### **Qualifications:**

- Applicants must hold appropriate Trade certificate (Locksmith – 259L).
- **Must possess a legally valid, non-probationary driver's license and maintain a driving record for which the TDSB insurance provider will extend coverage at all times.**

#### **Duties/Requirements:**

- Communicate with school staff and other trades.
- Good written and oral communication skills.
- Reliable record of attendance and punctuality.
- Demonstrated knowledge of the Board's safety procedures and the Occupational Health and Safety regulations.
- Knowledge and use of computer programs or willingness to be trained.
- Ability and willingness to work in a team environment.
- Other duties as assigned.

#### **Notes:**

1. *It is the applicant's responsibility to ensure his/her application is received **prior to 4:30 pm** on the closing date.*
2. *A separate application/resume must be submitted for each job posting.*
3. *Applicants will not be acknowledged in writing. Applicants selected for an interview will be contacted by telephone.*

**Applications:**

- Are to be submitted no later than **4:30 p.m. on September 19, 2024**
- **Must include** a copy of your **Certificate of Qualifications (CofQ)** in a relevant Trade and/or relevant certificates.
- Received after the deadline will be considered late
- Should be submitted using only **ONE** of the following methods:
  1. Email to [ESUnitsDandE@tdsb.on.ca](mailto:ESUnitsDandE@tdsb.on.ca) in **MS Word** or **PDF** format only
  2. Fax to (416) 393-8878

The Toronto District School Board adheres to equitable hiring, employment, and promotion practices.

We strive to provide accommodation needs consistent with the *Ontario Human Rights Code*. Applicants are encouraged to make their needs for accommodation known in advance during the hiring process.

Information regarding accessibility to TDSB locations is available at:

<https://www.tdsb.on.ca/Portals/0/AboutUs/employment/AccessibleSites.pdf>

The Toronto District School Board is deeply committed to promoting Truth, Reconciliation, and the rights of Indigenous Peoples, Human Rights, Equity, and Anti-Racism, and the elimination of Oppressive Practices in our schools, our workplaces, and in the communities we serve. We strongly encourage applications from all individuals including those with varied lived experiences that can contribute to the diversification of the workforce at TDSB.

*Only applicants selected for an interview will be contacted. Applications will not be acknowledged in writing.*