



Full-Time Housing Operations Supervisor
Posting #SS2026-019
\$108,014 - \$131,269 annually

MANDATE:

Provide leadership, direction, planning, coordination and customer service for the housing services program and maintenance team. Manage the maintenance and capital operations of the affordable housing rental stock owned by Lanark County Housing Corporation, within the organization's policies, procedures, applicable standards, legislation and regulations. Ensure staff are provided with and use the appropriate training and/or procedures, equipment and material to perform assigned duties. Ensure that all employees perform work in accordance with relevant Health and Safety Legislation.

MINIMUM QUALIFICATIONS:

Two year College Diploma in Facility Management or a 3 to 4 year apprenticeship program plus 5 years of related experience including supervisory. Experience with property management, budgeting, capital repair, and multi-residential maintenance. Responsible for developing solutions to complex housing issues. Effective written, verbal, listening and communications skills. Must possess a valid Ontario driver's license and have access to a vehicle. Knowledge of Residential Tenancies Act, public procurement, contract and project management, fire regulations, pest control and building code are considered an asset.

This position is evaluated at Level 8 \$51.93-\$63.11 per hour (2026 Non-Union Salary Grid). 40 hours weekly plus on call. Start date: as soon as possible.

Lanark County Offers:

- **Competitive salary package.**
- **Extended healthcare coverage, dental and vision care, disability insurance, life & dependent life insurance.**
- **Ontario Municipal Employers Retirement System (OMERS) pension plan.**
- **Competitive paid time off (vacation, floats, sick, etc).**
- **Flexible working arrangements.**
- **Employee Assistance Plan (EAP).**
- **Wellness promotion account.**
- **Training and development opportunities.**

The Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal and you meet the position qualifications outlined above, please submit your application by selecting "apply link" on our website. **We look forward to receiving your application no later than Monday September 7, 2026.**

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

Note: Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.