

## **BILINGUAL (FR/EN) SERVICE TECHNICIAN – GENERAL MAINTENANCE Full Time or Part Time**

### **About us:**

Alliance Française Vancouver is a leading language and cultural center dedicated to promoting the French language and Francophone cultures. We provide language courses, cultural events, and educational programs to people of all ages and backgrounds. We are currently seeking a general maintenance specialist to become an integral part of our dynamic team. [Afternoon and evening shifts.](#)

### **Position overview:**

Join our team as a full-time handyman in our innovative, eco-aware, and community-friendly building, fostering cross-cultural experiences in Vancouver. Our modern space offers a professional theater with over 165 seats, an art gallery, artist studios, a culinary demonstration kitchen, BC's largest French library, 14 modern classrooms, and a green building design with underground parking. Find more info [here](#). If you're in search of a secure full-time role (30-35 hours/ week), we have just the fit for you! Alternatively, if you value the flexibility of part-time hours and hourly compensation, we may offer part-time opportunity (20-25 hours/week).

### **Key Responsibilities:**

- Building & Appliances Maintenance: Ensure cleanliness, safety, and optimal condition of the premises. Overseeing all general repairs, as well as routine and preventive maintenance tasks.
- Clients Assistance: Provide assistance with parking, drop-off procedures, and directing visitors to appropriate areas within the premises, while ensuring smooth traffic flow during busy drop-off and pick-up times.
- Light Cleaning & Janitorial tasks: Performing light cleaning duties, restocking supplies, and ensuring that the school facilities are presentable at all times. Maintain cleanliness in communal areas and parking, including preparing garbage and recycling bins for pick-up and ensuring cleanliness in garbage/recycling rooms.
- Event Support: Assisting with the setup and coordination of special events held on the theater or communal area, which may include moving furniture, setting up equipment, and providing general support to the staff, pre and post event.

### **Qualifications and Requirement:**

- Bilingual English and French, oral and written.
- Basic knowledge of plumbing and electrical system.
- Capable of handling minor repairs and installations.
- Know how to deal with conflict.
- Ability to interact with clients and suppliers in a professional but friendly manner.

- Ability to lift and carry over 100 lbs.
- Responds to service requests in a courteous, friendly, prompt and professional manner while on-site.
- Class G Licence (required)
- Respond to emergency calls in a timely manner.
- **The candidate must be eligible to work in Canada** (Canadian Citizen, permanent resident, refugee or have a valid work permit).

#### **Benefits:**

- Full-time: \$32,000-\$35,000 per year | Part-time: \$17.50-\$19.50 per hour
- Up to 4-week vacations per year
- Benefits plan available after probation period.
- A pension plan available with job seniority.

#### **How to Apply:**

Send your resume and an introduction letter in French to Chloe SCARVELIS, office and accounting manager <mailto:officemanager@alliancefrancaise.ca>.

Alliance Française Vancouver is an equal opportunity employer and welcomes applicants from all backgrounds. We thank all applicants for their interest in Alliance Française Vancouver; however, only those selected for an interview will be contacted.

Join our team and help us promote the beauty of the French language and culture in Vancouver!