

Southwest Properties is poised to undergo a serious period of growth and to support new projects on the horizon we are seeking to hire a full-time **Driver/Plow Driver**. The successful candidate is responsible for snow and ice removal, and the timely delivery of required supplies to each of Southwest's residential buildings.

Key Responsibilities include:

- Respond to requests from Maintenance Manager, Maintenance Team, and Resident Managers by, picking up and delivering materials, tools, supplies, and cleaning supply drop off.
- Responsible for ensuring all residential properties are clear of snow and ice by regular plowing and salting, especially after a heavy snow fall – after hours are generally required for this duty, with the availability 24/7 (November- May)
- Timely delivery of all internal mail between the office, Resident Managers and Maintenance team.
- Timely delivery of appliances to buildings, ensuring proper documentation is in order, uncrating and setup of appliances.
- Ensuring smooth logistics of seasonal (summer) resident barbecues
- Completion of assigned project work including:
 - Graffiti removal
 - Cleaning out Southwest's storage areas
 - Ensure proper disposal of electronics, waste paint, tires, propane, metal scrap waste, hazardous chemicals etc.

As the ideal candidate, you have over 2-5 years' experience in a similar role. You work well in a team environment and have the ability to perform assigned duties with tact and professionalism with minimal supervision. You have clean drivers abstract and understand the importance of safety.

If you are interested in this exciting opportunity, please forward your resume and cover letter by **April 13, 2018** to Katelyn Smith: Southwest Properties Limited, 1475 Lower Water Street, Suite 100 Halifax NS, B3J 3Z2. **Email:** Katelyn.Smith@southwest.ca

Named as one of Canada's Best Managed Companies and Best Places to Work in Atlantic Canada, Southwest has developed, constructed, owned and operated world-class properties for over 50 years. A leading developer of residential and commercial property and one of the largest privately-held owner of multi-family residential buildings in the Halifax region, Southwest's brand of quality and community involvement has spread beyond Nova Scotia to New Brunswick, and Newfoundland. Southwest believes in going beyond the necessary to create inspiring environments by providing the best places to live, shop, work and play, creating lasting relationships with employees, customers and partners.

