



JOIN OUR TEAM REJOIGNEZ NOTRE ÉQUIPE



The Toronto Port Authority owns and operates:
L'Administration portuaire de Toronto possède et exploite:

AÉROPORT DE TORONTO
BILLY BISHOP
TORONTO CITY AIRPORT

PORT OF
TORONTO

OUTER HARBOUR
MARINA
DE L'AVANT-PORT

The Toronto Port Authority operates the Billy Bishop Toronto City Airport, the Port of Toronto and the Outer Harbour Marina. We are proud to be partners in securing Toronto's economic prosperity and enhancing its beautiful waterfront for all to enjoy.

The Toronto Port Authority has the following exciting contract (4-months), full-time, internship opportunity awaiting you:

INFRASTRUCTURE AND TECHNICAL SERVICES INTERN

The Infrastructure and Technical Services Intern will support the management team within the Works Department, assisting in preventative maintenance planning to enhance performance and reliability. This role provides an excellent opportunity to gain hands-on experience in infrastructure management, operational planning, and fleet maintenance within a fast-paced environment.

RESPONSIBILITIES:

General activities and functions include, but are not limited to:

- Assist in basic facility walkthroughs to observe and report general maintenance needs.
- Support simple routine maintenance tasks under guidance from senior staff.
- Help update logs for equipment, inventory and scheduled work.
- Participate in basic energy management initiatives and sustainability projects.
- Assist in the preparation of simple documents, checklists and reports.

- Shadow team members during inspections and day-to-day operations.
- Help coordinate with contractors for various infrastructure-related services.
- Contribute to maintaining a clean and safe work environment.
- Assist in organizing work orders and tracking completion status.
- Support the team in special projects and initiatives as needed.

QUALIFICATIONS AND ABILITIES:

- Currently enrolled in a post-secondary program related to Facilities Management, Fleet Management, Operational Planning, or related program.
- Strong interest in infrastructure and fleet operations.
- Excellent organizational and time management skills.
- Ability to manage basic tasks in a busy environment.
- Familiarity with Microsoft Office Suite (Word, Excel, PowerPoint).
- Strong written and verbal communication skills.
- Detail-oriented with a keen eye for safety and cleanliness.
- Ability to work both independently and as part of a team.
- No prior technical experience required; training will be provided.

Interested and qualified candidates are invited to e-mail a resume along with a covering letter outlining how your experience supports our position requirements to:

In the subject line, please quote: **INFRASTRUCTURE AND TECHNICAL SERVICES**

We thank all applicants for their interest. However, only applicants selected for an interview will be contacted. The Toronto Port Authority is an equal opportunity employer.



To learn more about the Toronto Port Authority and the exciting work we are doing to be a city-builder and transform Toronto's waterfront go to www.TorontoPortAuthority.com