



Fort Nelson First Nation

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INTERNAL/EXTERNAL POSTING

Job Title:	Maintenance Worker – Buildings & Roads Utilities	Posting #:	20-2023
Department:	Community Infrastructure & Safety Services	Grade:	G4
Location:	On Reserve	FTE:	1.0
Supervisor:	Public & Capital Works Manager/Housing Manager	Starting Rate:	\$26.70/hr
Key Duties:	Safety, Maintenance, Reporting, Driving	First Posted:	2023-05-23
Effective Date:	Immediate, full-time permanent	Closes:	2023-06-06

Job Scope

Context: This worker will perform duties that span two service streams within the same department, splitting their tasks between roads maintenance and building maintenance, and will work part hours under the direction of the Public & Capital Works Manager and part hours under the direction of the Housing projects Manager.

This worker provides maintenance services for public-owned buildings, social housing stock, elders' homes, and other similar assigned building assets. A good working knowledge of carpentry, and plumbing and heating systems, is required for this work. Informing and assisting certified trades workers on any area of a building or home is required for maintaining that building. In the winter, this worker provides plow truck services to support roads operations and services. The skills required for this work include the ability to safely operate a plow truck for the purposes of clearing snow from streets, parking lots and driveways. A key element of success for this worker is the awareness and knowledge of building maintenance and roads infrastructure, as well as reference materials and persons to assist in addressing problems, challenges, and issues. Other related duties as required.

Candidate Profile

The Maintenance Worker will benefit from a customer service mindset, and physical fitness to perform the work. This individual possesses the ability to work independently while positively contributing to a teamwork environment, and has experience coordinating and completing multiple maintenance projects within established timelines. This individual has good interpersonal skills including good listening skills to gather information and to ask questions in order to carry out assigned tasks and to provide routine information to other employees. The Maintenance Worker has good written and verbal communication skills and communicates with the Tradespersons, Engineers, engineering aides/technicians, contractors and equipment operators in the immediate work area, as well as with the supervisor, co-workers, and maintenance staff to obtain information, supplies, tools, equipment and/or advice or help to solve problems or issues, and may occasionally have contact with occupational health and safety committee members, and the general public.

Minimum Qualifications

- Mature individual with a minimum grade 10 high school diploma/GED, supplemented industry training courses or skilled trade or apprenticeship program.
- Experience assisting skilled trades with building maintenance/repair work.
- Experience working with heavy equipment; 1500 hours experience on 580/420 IT Backhoe, and 1500 hours experience on sand-plow truck.
- Mechanical aptitude and general knowledge of general equipment maintenance.



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- Experience with mechanical and power tools and equipment.
- Good interpersonal skills and ability to interact well with employees and the public.
- Organized and able to use email.
- Good communication skills (written and oral); ability to listen to understand and ask questions for clarification.
- Compliance with BC Immunization program, TB screening, and COVID-19 vaccinations
- Ability to provide own transportation to and from work.
- Satisfactory completion of a Police Information Check.
- Valid Class 5 BC Driver's License, or Class 7 with Air Brake Endorsement, and drivers abstract is required.

Additional Information

The following training/certificates and additional assets are preferred, but the Employer may provide training to successful candidate:

- Google™ drive, calendar, forms and other Google™ products.
- Ability to speak Dene and/or Cree.
- Other certificates: WHMIS, First Aid, OFA1-TE, H2S, PTS training

Work Conditions

This is safety sensitive position due to the requirement to regularly operate vehicles and equipment. All aspects of job tasks include the requirement to conduct hazard/safety assessments to safeguard self, other people, equipment and work sites. The regular work schedule is Monday to Friday, 8:30 a.m. to 4:30 p.m., 35 hours per week. Flexible schedules are required during winter months to facilitate early start times to plow snow – in winter months the work may start as early as 4:30 a.m. Some building maintenance activities are scheduled during weekend hours. Extra-regular hours and overtime hours are occasionally scheduled. Occasionally the work results in working alone, such as when operating equipment. Building maintenance work generally takes place during day time hours when workers are in buildings and residents are in homes.

Application Instructions

Closes: June 6, 2023 at 11:59 p.m. **Remuneration:** Rate offered to the successful incumbent is pending certification(s), skills, experiences, knowledge. *Preference may be given to qualified First Nation's applicants. Kindly forward your cover letter and resume to: recruitment@fnation.ca

We thank all individuals for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum requirements will receive a reply. * Constitution Act, 1982 [Section 35]; Canadian Charter of Rights and Freedoms [Section 15(1)]; Canadian Human Rights Act [Section 16(1)]; Employment Equity Act [Section 5(a), 10(b)]; Declaration on the Rights of Indigenous Peoples [Article 22]; ILO Convention 169 on Indigenous and Tribal Peoples in Independent Countries.