



Fort Nelson First Nation

Strong. Healthy. Proud. Self-reliant.

INTERNAL-EXTERNAL JOB POSTING

Job Title:	Night Security-Utility Worker (Labourer II)	Posting #:	02-2021
Department:	Capital Infrastructure & Safety Services (CISS)	Level:	G2-L3-C2
Location:	Office at Reserve Rd.; Multiple Sites Served	FTE:	1.0
Supervisor:	Public Works Coordinator	Base Rate:	\$23.73
Key Areas:	Security, utilities, reporting, key-holder, cellphone, vehicle	First Posted:	06-01-2021
Effective Date:	January 2021	Closes:	when filled

SUMMARY / SCOPE

The term is for an indeterminate period, with a start date immediate upon hiring and after intake. The successful candidate will work 8-hour night shifts for a total of 40 hours per week. Schedule as follows: Mon. and Tues. OFF, Wed. 10p-6a, Thurs. 10p-6a, Fri. 10p-6a, Sat. 10p-6a, Sun. 10p-6a.

In accordance with established vision and values of the Fort Nelson First Nation Community Infrastructure & Safety Services department, and working collaboratively with the Justice Office and local authorities, the key responsibilities of this job is to provide a range of environmental safety and security services to the employer within the scope of community safety and security programming (i.e.: community and building security checks, work alone employee checks, security call outs, environmental utility services, reporting). This job provides hazard and security assessment and surveillance, and security coordination for designated buildings, events, and utility service worker duties as necessary.

Working five evening shifts per week, the Night Security-Utility Worker will conduct scheduled patrols and surveillance, reporting on Fort Nelson First Nation community, assets, and work-alone staff, to ensure the safety and security of people, assets, and environment. Other responsibilities include ensuring no overnight obstruction to means of egress which may require manual labour such as moving objects of snow shoveling near entrances, and/or using a truck plow to ensure the homes of Elders and persons with functional limitations are cleared for emergency access. The employee is responsible for reporting hazards, suspicious activity, and animal control issues to the appropriate personnel and authorities as a necessary part of the work. The employee is required to communicate and liaise with authorities, as required, such as: RCMP, Conservation Officers, emergency services workers, and insurance providers, to ensure safety and security requirements. Other related duties as required.

Candidate Profile:

The Night Security-Utility Worker has a good level of energy and is physically fit to perform the work, and 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 Night Security-Utility 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.



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COMPETENCIES

- Safety/Hazard Assessment
- Observation
- Communication
- Critical Thinking
- Safety and Trust
- Responsible and Reliable
- Sensory and Physical
- Enforcing By-Laws
- Responding and Reporting
- Relationships
- Follow Instructions
- Operate Machines/Vehicle

MINIMUM QUALIFICATIONS

- Mature individual with a minimum grade 12 high school diploma or equivalent, supplemented by training courses in safety/security or related subjects, or will be required to obtain in first year.
- One to two (1-2) years' experience assisting trades in maintenance and repair work.
- Experience with mechanical and power tools and equipment.
- Experience purchasing/picking-up and delivering supplies.
- Physically and mentally fit to perform all duties required, including able to lift up to 35 lbs
- Fluent in English (written, verbal and reading)
- Good observation skills
- Good documentation skills
- Good interpersonal skills and ability to interact well with employees and the public.
- Organized and able to handle competing priorities and meet deadlines.
- Good communication skills (written and oral); ability to listen to understand and ask questions for clarification.
- Good computer skills and able to use internet and email.
- Satisfactory completion of a police information check.
- Valid Class 5 BC Driver's License.
- Satisfactory driver's abstract.
- Willing to train.

DESIRED QUALIFICATIONS

The following are considered assets:

- Basic security certificate, resulting in Security Worker License
- Other certificates: WHMIS, First Aid
- Ability to communicate in Dene and/or Cree.

WORK CONDITIONS



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- Works alone during evening hours; regular hours are 10:00 p.m. – 6:00 a.m., Wednesday to Sunday
- Drive company truck;
- Wear uniform; wear personal protective equipment when required - may be exposed to infectious waste, diseases, conditions, etc., including exposure to viruses and bacteria.
- Ability to lift up to 35 lbs. boxes and equipment.
- Intermittent physical activity including bending, stooping, stretching, squatting, pushing, pulling, walking, standing, sitting, and lifting to facilitate patrols and labour services
- Job is physically demanding, including heavy lifting, pushing and pulling which requires an individual to maintain a level of fitness and endurance to fulfill the required duties.
- Manual dexterity required to use cell phone and laptop computer and peripherals.
- Interacts with community members, staff, and government agencies/personnel from time to time.
- Visual concentration to interpret observations and integrate into assessment.
- Auditory concentration required to listen attentively, to be alert and to obtain information correctly.
- A higher than normal level of attentiveness is required when assessing community hazards.
- Driving/Travel is a requirement, must be willing to drive/travel to multi-site services, this includes travelling in winter road conditions.
- May be exposed to unpleasant dealings in emotionally charged situations.
- Overtime as required.

APPLICATION INSTRUCTIONS

Closes: When filled. **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:

Human Resources, Recruitment
Fort Nelson First Nation
R.R. #1, Mile 295, Alaska Highway
Fort Nelson, B.C. V0C 1R0
E-mail: recruitment@fnnation.ca

We thank all individuals for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum qualifications will receive a response.

* 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.