



Housing Maintenance Custodian

Department: Housing
Posting Date: November 10, 2022
Location: Nipissing First Nation, ON
Schedule: Standard Work Week
Job type: Full-time, Permanent
Vacancies: 1
Reports To: Housing Manager

The Housing Maintenance Custodian will be responsible for, but not limited to, all aspects of property inspection, maintenance and repairs of our existing housing stock consisting of both detached and multi-unit residences.

What you'll do in the role

- Assist in all aspects of building and property maintenance compliance
- Ensure maintenance and construction standards are met
- Complete maintenance requests for our residential units both detached and multi
- Renovate and repair vacant units for new residents to move in
- Perform preventative maintenance inspections and reporting
- Purchase and maintain an inventory of material required for repairs or renovations
- Carry out property inspections and preparing inspection reports and work specifications
- Other duties as assigned

Just a few reasons to join Nipissing First Nation

- Opportunity to work with a dynamic team with career growth across multiple departments
- Nipissing First Nation prides itself in providing its employees with job security, competitive wages and a safe working environment.
- On-the-job training to support your success in the role
- A defined contribution pension plan
- Comprehensive Health Plan including Medical, Vision, Life and Disability insurance
- Casual dress
- Better than average vacation and leave packages

What you bring to the table

- Respect for Indigenous culture and willingness to learn Ojibwe
- College Diploma/Certification in Construction/House Inspection, carpentry, plumbing, electrical or other related programs or a combination of education and related experience
- General carpentry experience in areas such as flooring, trim work, cabinetry, etc
- Experience and knowledge in property inspection and maintenance



Employment Opportunity

- Minor plumbing, electrical and/or HVAC experience
- Drywall repair and painting, exterior repairs such as siding, soffit, fascia, eavestrough, shingles etc. experience
- Experience installing windows, doors, etc. would be considered an asset
- Other general repair tasks associated to single detached homes
- Demonstrated experience and knowledge in property inspection and maintenance
- Ability to work varying hours/days; On-call
- Ability to climb a ladder, stairs, enter attic and/or crawl spaces
- Ability to lift up to 45lbs
- Current, valid Ontario Driver's License

Application Deadlines:

Nipissing First Nation adheres to the following process for our recruitment practices.

Closing November 25, 2022 - 1st Round

- Opportunities are open to all registered Nipissing First Nation members. Please advise your status in your application
- Applicants who are considered Round 2 or Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Two.

Closing December 2, 2022 - 2nd Round

- Opportunities are open to spouses and children of registered Nipissing First Nation members and registered members of other First Nations. Please advise your status in your application
- Applicants who are considered Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Three.

Closing December 9, 2022- 3rd Round

- Opportunities are open to all applicants (status and non-status).
- The posting will be open until filled.

Nipissing First Nation supports the training and growth of their members and strongly encourages their members to apply to positions. Work experience and training opportunities are taken into consideration when screening applications.

Nipissing First Nation members are encouraged to apply to all rounds of employment postings. As per [Section 24\(1\)\(a\)](#) of the Ontario Human Rights Code, Nipissing First Nation gives preference to First Nation applicants for any employment opportunities.

If you are excited by this opportunity and want to be a part of Nipissing First Nation, please apply online by emailing your cover letter and resume to resumes@nfn.ca no later than 4:30pm on the application deadline noted above.

Miigwech to all applicants for their interest; however only those selected for an interview will be contacted.