



Maintenance/Custodian

Department: Maintenance and Housing
Posting Date: Friday, January 19, 2024
Location: Nipissing First Nation, ON
Schedule: Days, Evenings and Weekends
Job type: Fulltime
Vacancies: (1) Full Time Permanent & (1) Full Time Contract
Reports To: Manager, Maintenance
Starting Salary: \$ 39,967.20

What you'll do in the role

- Provides cleaning and maintenance services for Community Buildings, including, but not limited to, the care and cleaning of all surfaces and service facilities, and general maintenance.
- Provides outside maintenance of grounds, garden, parking lot, and sidewalks on a year-round basis, including, but not limited to, grass cutting, raking and fertilization, parking lot cleaning and minor repairs, litter/garbage collection and disposal, de-icing, snow removal and sanding.
- Services and repairs Nipissing First Nation equipment.
- Service and repair Nipissing First Nation heating and ventilation systems.
- Troubleshoot and perform minor repairs on plumbing and sewer systems.
- Troubleshoot and perform minor repairs on electrical systems.
- Required to work flexible works.
- Performs such other related duties as may reasonably be required by the Facilities Manager and Maintenance/Janitorial Supervisor.

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, Dental, 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
- Must have a High School Diploma
- Ability to maintain and make minor repairs to operating equipment.
- Ability to operate cleaning, gardening and snow removal equipment, knowledge of cleaning and maintenance procedures.



Employment Opportunity

- Exhibits a high degree of initiative and self-direction.
- Must be able to provide a recent (within three months) Criminal/Police Records Check and Vulnerable Persons Check
- Must possess a valid Ontario Driver's License.
- Good public relations skills, including an appreciation for tact and a positive, cheerful and informed approach to the public

Application Deadlines:

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

Closing February 2, 2024 - 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 February 9, 2024 - 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 February 16, 2024 - 3rd Round

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

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.

Are you a member of NFN? If so, please read below:

- ✓ *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.*

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