



### Maintenance/Custodian

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Department: Maintenance and Housing  
Posting Date: Friday, April 5th, 2024  
Location: Nipissing First Nation, ON  
Schedule: Days, Evenings and Weekends  
Job type: Fulltime/Contract  
Vacancies: 1  
Reports To: Manager, Maintenance  
Starting Wage: \$22.40 per hour

#### **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 Worker

#### **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.
- Casual dress

#### **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.
- 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



## Employment Opportunity

- 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 April 19, 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 April 26, 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 May 3, 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](mailto: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.**