



## EMPLOYMENT OPPORTUNITY

### Machine Operator, Public Works

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**Department:** Public Works  
**Posting Date:** May 2, 2025  
**Location:** Nipissing First Nation, ON  
**Schedule:** Standard Work Week/35hrs  
**Job type:** Full-Time, Permanent  
**Vacancies:** 1  
**New or Existing Position:** New  
**Reports To:** Manager, Public Works  
**Salary Range:** \$45,463.60 - \$59,987.20

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#### What you'll do in the role

- Provide emergency access to all senior driveways throughout NFN.
- Ensure that driveways are cleaned and sanded to ensure safe access to the residence.
- Work hours will vary depending on weather conditions and needs.
- Assist Public Works staff in the preparation of winter operations, by installing sanders and plows on equipment in preparation for winter weather.
- Assist Public Works staff in the preparation of summer operations, by the removal of sanders and plows ensuring that all vehicles are cleaned, and that equipment is inspected and greased prior to storage.
- Perform roadside side maintenance of all Nipissing First Nation Communities for the safety of residence.
- Maintain fields to ensure grass is kept at an acceptable level.
- Maintain all Nature trails as per the Director of Community Infrastructure and Planning.
- Assist as a relief for garbage and recycling pick-up due to staff shortage.
- Other duties as assigned by the Public Works Manager and or Director of Community Infrastructure and Planning
- Daily pre-trip inspections to be performed.
- Daily cleaning of equipment.
- Weekly Greasing and Maintenance Inspection with Mechanical Staff.
- Ensuring that all mechanical issues are reported to the Systems and Services Coordinator Public Works.
- Operating equipment as per Safe Operating Procedures as per manufactures specifications.
- Assist Public Works with work within the community ie: traffic control, laborer, moving of material.
- Ensure that all certifications and licenses are kept valid.
- Follow best practice safety procedures when operating equipment and heavy trucks.
- Wear proper PPE when on worksites and working within the community ie: Safety boots, Hi-vise, Hard Hat, Safety glasses.
- Attend monthly staff safety meetings

#### 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

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### What you bring to the table

- Respect for indigenous culture and willingness to learn Ojibwe.
- Must have minimum 2 years of relevant experience
- Must have a minimum of Grade 12 or equivalent
- Must have experience operating Heavy Equipment (backhoe, loader, etc.)
- Heavy Equipment Training Certification would be considered an asset.
- Wear proper PPE when on worksites and working within the community ie: Safety boots, Hi-vise, Hard Hat,
- Safety glasses.
- Attend monthly staff safety meetings
- Knowledge and experience in lawn care and maintenance field maintenance
- Good physical condition with ability to stand, move, reach, bend, and the ability to move, lift, carry, push, pull, and place heavy items weighing up to 100 lbs.
- Good Communication Skills and interpersonal skills
- Good vision, hearing and dexterity required
- Must be punctual and reliable
- Able to work with minimal supervision, demonstrate initiative and work effectively in a team environment.
- Ability to multi-task, meet deadlines, and create/follow schedules
- Must be able to work safely in extreme eater conditions
- CCPR/First Aid – Level C is and asset – but able to train.
- Health & Safety certifications must be current or willing to obtain and maintain Health and Safety training including and not limited to: Cold Stress, WHMIS, Propane Handling/Cylinder Exchange Safety, PPE, Infection Prevention, and other training approved by the Director of Community Infrastructure
- Must possess a valid Ontario Driver’s License
- Access to a reliable vehicle is an asset
- Ability to drive a equipment with a use of a trailer is an asset.
- Able to work unusual, and unscheduled hours, including weekends, evenings, and holidays as required.

### **APPLICATION DEADLINES:**

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

#### **Closing May 16<sup>th</sup>, 2025 - 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 May 23<sup>rd</sup>, 2025 - 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 30<sup>th</sup>, 2025 - 3rd Round**

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



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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.**