



Employment Opportunity

Maintenance Custodian

Department:	Housing & Maintenance
Posting Date:	December 5, 2025
Location:	Nipissing First Nation, ON
Schedule:	Full Time 35 hours per week
Job type:	Permanent
Vacancies:	One (1)
Reports To:	Facilities Manager
Salary Wage:	\$41,587.00 – \$54,873.00

Nipissing First Nation seeks a reliable and community-minded Maintenance Custodian who takes pride in creating safe, clean, and welcoming environments. The ideal candidate is hardworking, detail-oriented, with a strong sense of responsibility, good communication skills, and the ability to problem-solve day-to-day maintenance needs are key qualities for this role.

What You'll Do in the Role

- Perform general clean up of all areas of NFN buildings and Housing Units as directed.
- Manage routine upkeep of exterior areas, green space and parking lot.
- Complete non-routine cleaning according to specified job orders.
- Remove garbage and recycling daily and prepare bins for weekly pick-up.
- Handle emergency cleaning and upkeep requests.
- Ensure rooms are maintained and fully equipped.
- Carpentry basic repairs of structures such as walls, doors, fences, window frames, office furniture, roofs & shelves
- Electrical basic repairs for switches, outlets, plugs, cables, appliances, lighting systems & reports unsafe electrical conditions
- Plumbing duties are to identify and perform basic repairs of plumbing leaks or breaks; opens clogged lines and drains; replace seals and other minor parts; maintain drinking fountains; repairs, replaces and maintains hot water heaters and other appliances.



Employment Opportunity

Maintenance Custodian

- Applies and prepares various surfaces for paint, enamel, lacquer, varnish, or stain; removes or paints over graffiti; repairs wall coverings.
 - Maintains grounds in clean, safe, and orderly manner including mowing, trimming, weeding, aerating, minor pest management, composting and fertilizing lawns; replaces plants as needed; cleans debris from grounds, pathways, and parking lots; maintains grounds maintenance equipment; prunes trees and shrubs, minor repairs, litter/garbage collection and disposal, de-icing, snow removal and sanding
 - Masonry: Lays forms, mixes, pours, finishes, and repairs concrete for sidewalks, pavers, ramps, and slabs
 - Services and repairs equipment
 - Responsible for adherence to occupational health and safety procedures
 - Uphold confidentiality and maintain professional boundaries at all times
-

♥ ♥ Reasons to Join Nipissing First Nation

At NFN, we don't just offer a job, we offer a purpose-filled career in service to our community. Our workplace is one where learning is encouraged, growth is supported, and our culture is celebrated.

- ✓ Work with a passionate team rooted in community values
- ✓ Be part of an inclusive, supportive work culture
- ✓ Competitive salary and defined contribution pension plan
- ✓ Comprehensive benefits package – medical, dental, vision, life, and disability
- ✓ Business Casual dress and modern workplace practices
- ✓ Training, mentorship, and ongoing development opportunities

🌴 Vacation Time:

Start with three (3) weeks of vacation, plus enjoy a two (2) week paid office closure over the December holiday season – giving you time to rest, reset, and reconnect.

🌿 Additional Leave:

We offer better-than-average leave benefits to support your health, wellness, and work-life balance.



Employment Opportunity

Maintenance Custodian

What You Bring to the Table

- Must have a High School Diploma or Equivalent
- Must have a Class G driver's license
- Must have 2 years of relevant work experience
- Any combination of education, training, and experience which demonstrates ability to perform the duties -Ability to maintain and make minor repairs to operating equipment responsibilities as described including
- Ability to operate cleaning, gardening and snow removal equipment; knowledge of cleaning and maintenance procedures.
- Knowledge of methods used in maintenance including basic knowledge of the following trades: carpentry, plumbing, painting, masonry, grounds keeping including sprinkler systems, pest management; appliance repair, and electrical wiring; maintenance of hand tools and gas-powered equipment; standard practices and tools used in the maintenance and repair of building facilities; safety practices and procedures related to the building trades; proper lifting techniques; basic math to add, sub-tract, multiply, and divide.
- Must be bondable.
- Willingness to work early morning or late-night shifts. Shiftwork, Weekends
- Physically capable of lifting and moving objects up to 50 pounds as necessary
- Strong communication and interpersonal skills
- Ability to maintain confidentiality and separate work from personal life in a close-knit community
- Any additional duties as required
- Cultural awareness and respect for Indigenous traditions and values

Application Deadlines and How to Apply

Nipissing First Nation follows a structured and fair hiring process. Please identify your eligibility clearly in your application.

Round 1 – December 19, 2025

Only open to registered Nipissing First Nation members.

(Round 1 applicants will be considered at this stage.)



Employment Opportunity

Maintenance Custodian

Round 2 – Closing December 26, 2025,

Only open to spouses and children of registered NFN members and registered members of other First Nations.

(Round 2 applicants will be considered at this stage.)

Round 3 – Closing January 2, 2026,

Open to all applicants (status and non-status).

Posting will remain open until the position is filled.

If you are excited by this opportunity and want to make a meaningful impact with Nipissing First Nation, please submit your **cover letter and resume** to:

✉ resumes@nfn.ca

🕒 **Deadline:** 4:30 p.m. on the date assigned to your eligibility round

Are You a Member of NFN?

Nipissing First Nation is deeply committed to the training, development, and employment of our members. ***We strongly encourage NFN members to apply,*** even if you don't meet every qualification. Your lived experience matters, and we consider all aspects of your background in the hiring process.

As per **Section 24(1)(a)** of the *Ontario Human Rights Code*, **preference will be given to First Nation applicants.**

***Miigwech to all applicants for your interest.
Only those selected for an interview will be contacted.***