



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION
EMPLOYMENT OPPORTUNITY
ON CALL CASUAL – POSTING UNTIL FILLED

PROGRAM AREA:	HOUSING DEPARTMENT
POSITION TITLE:	ON CALL CASUAL HOUSING MAINTENANCE WORKER
REPORTING PROTOCOL:	REPORTS TO THE HOUSING PROGRAM MANAGER

POSITION SUMMARY: The Housing Maintenance worker will be responsible for providing day to day general and property maintenance to the Kettle & Stony Point First Nation Housing Units, Senior Complex and Apartment Complex.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Minimum Grade 12 or an equivalent combination of education and experience in a similar or related position with a proven demonstration of skills.
- Some Post-Secondary programs related in the Construction field is an asset
- Building and property maintenance experience

SKILLS & ABILITIES:

- Excellent organizational and time management skills
- Knowledgeable and experienced in building repairs.
- Flexible to do shift work and with minimal supervision
- Be available for on call for emergency situations evenings and weekends
- Proven ability to manage multiple tasks in a day.
- Ability to operate various machinery; snow-blower, lawn motor, etc.
- Able to operate various hand tools and power tools.
- Landscaping and carpentry skills
- Measure distance and calculate quantities
- Perform a variety of physical labor including climbing ladders
- Bending, kneeling, reaching, and standing for long periods of time
- Lift and carry boxes, tools, equipment and materials
- Maintain a positive, efficient and effective presence within and for the community.
- Driver's License and dependable vehicle

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES
BY UNTIL POSITION IS FILLED**

**ATTN: Wyonna Bressette HR Assistant – On Call Casual Housing Maintenance
Email to: human.resources@kettlepoint.org
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1
Fax to: 519-786-2108**

*For a full Job Description email the HR Assistant at: human.resources@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

**ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE
INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL
CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT**