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Grand Council of the Crees (Eeyou Istchee)
Grand Conseil des Cris (Eeyou Istchee)

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Cree Nation Government
Gouvernement de la Nation Crie

Job Posting

Career Opportunity: Maintenance Worker

Department: Capital Works and Services
Salary Grade 3: (Min. \$39,009.00 – Max. \$58,514.00)

Location: Ouje-Bougoumou
Status: Permanent

Core Functions

The Maintenance Worker is responsible for the general maintenance of the Cree Nation Government's premises and equipment located in the Cree communities.

Functional Responsibilities

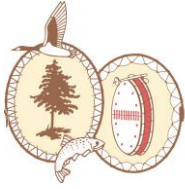
- Maintain all Cree Nation Government's buildings and housing units in adequate and expected conditions.
- Install, repair and maintain all mechanical equipment, structural components and building fixtures (such as but not limited to windows, frames, doors, etc.).
- Maintain Cree Nation Government's grounds (e.g. lawn mowing, snow removal and any other applicable tasks).
- Inspect housing units and report the results for maintenance purposes.
- Maintain an inventory of supplies and stock.
- Move furniture and equipment.
- Complete the weekly activity log sheet.
- Ensure that the maintenance of Cree Nation Government's vehicles is done annually.
- Complete record of Cree Nation Government's vehicles log book (mileage, repairs, fuel and others).
- Work closely with the Computerized Maintenance Management System (CMMS) Clerk and ensure that maintenance requests from clients are answered.
- Respond to emergency maintenance.

Other Responsibilities

- Maintain up-to-date knowledge and skills in area(s) of responsibility.
- Perform other duties as required.

Education and Certification

- High School Diploma.
- Vocational training in Northern Building Maintenance.



Career Opportunity: Maintenance Worker

Experience

- One to three of relevant work experience.

Language

- Fluency in verbal Cree.
- Fluency in English.
- Fluency in French is an asset.

Knowledge and Abilities

- Knowledge of general and preventative maintenance procedures aimed at handling both buildings and grounds' maintenance.
- Proven ability to work for long hours in standing position.
- Agility to perform physical tasks constantly.
- Knowledge of occupational hazards safety rules.
- Proven ability to communicate effectively.
- Demonstrated attention to detail and accuracy.
- Judgment and ability to problem-solve.
- Ability to work under pressure and to adapt to a changing environment.

Additional Requirements

- Willingness to work in both an office and outside setting, including exposure to extreme weather conditions, work near moving mechanical parts, and uneven terrain of construction sites.
- Willingness to undertake work that may require high physical effort.
- Must agree to undergo a background check.

The Cree Nation Government may, at its discretion, waive any or all of the aforementioned requirements if a suitable candidate who is a JBNQA beneficiary accepts to follow a training plan determined by the Cree Nation Government as a condition of employment.

Application Period

From March 4, 2019 to March 19, 2019

Application

Your application must be sent by email with the competition number: **CWSD-190308-1**

Valerie Mianscum
Recruitment Officer
Email: hr@cngov.ca
Tel.: 819-673-2600