



## ʔakisq̓nuk First Nation

3050 Hwy 93/95 Windermere, B.C. V0B 2L2

Office: 250.342.6301 Fax: 250.342.9693

[www.akisq̓nuk.org](http://www.akisq̓nuk.org)

THE LAND OF THE TWO LAKES

### Maintenance Worker (full-time)

ʔakisq̓nuk First Nation is looking for a full-time **Maintenance Worker** to join our team. Reporting to the Public Works Manager, this position is responsible for performing custodial duties related to ensuring all Band buildings, including the grounds, are kept clean on a daily basis.

ʔakisq̓nuk First Nation ("ʔAFN") is a member Community of the Ktunaxa Nation. ʔAFN exists for the Community. Externally, we are here to serve the Community, and internally, we are our own Community, comprised of different departments unified by our Vision, Mission, and Values. As a team, through our own roles and departments, the ʔAFN Organization works together to achieve our strategic plan "Our Thinking" and continue to progress and move our community forward.

**Note: This position is full-time with a set weekly schedule.**

#### The primary responsibilities include:

- Monitor and carry out preventative maintenance for buildings, equipment, and grounds while meeting all safety, security, policies and fire regulations.
- Maintain external areas such as walkways, driveways, parking lots, and entrance ways using manual and power brooms, rakes, and shovels.
- Perform basic carpentry, painting, mechanical, and minor plumbing maintenance, and repairs as needed.
- Ensure that bathrooms, kitchens, sanitization stations and supplies are always stocked.
- Ensure all AFN buildings are maintained by disposing of garbage and recycling.
- Clean buildings daily including vacuuming, sweeping, mopping, dusting, tidying furniture, garbage removal, bathrooms, disinfecting, cleaning windows and sweeping floors.
- Assist in repair and maintenance of buildings as requested.
- May be required to assist in burial ceremonies.
- In consultation with Manager, create a cleaning schedule for the buildings.
- Utilize insecticides to prevent infestation by dangerous pests.
- Handle emergency cleaning and upkeep requests.
- Report major damages, submit work orders and oversee repairs.
- Secure facilities after operating hours by locking doors, closing windows, and setting up the alarm.
- Undertake occasional shoveling snow from the sidewalk, lifting heavy items, moving chairs etc.
- Other duties as required.

#### Qualifications:

- Previous custodial experience is considered an asset, but not required.



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- Ability to physically perform the tasks associated with custodial duties on a daily basis.
- Ability to read and understand labels on products to ensure safety around hazardous materials.
- Communication skills, specifically verbal and listening.
- Customer services skills when working with Nation members.
- Experience working with First Nations / Indigenous communities is an asset.
- Knowledge of language, history and culture of the Ktunaxa Nation is an asset.
- **NOTE: A criminal check and vulnerable sector search will be conducted on the successful applicant**

### What we offer:

- Starting hourly rate of \$21.00
- Discretionary office closure between Christmas Day and New Year's Day, as determined by the Council each year
- Paid annual vacation
- Paid sick days
- Matched RRSP program with employer matching up to 5.5% of the employee's salary, available after 4 months of service
- Employer-paid Group Benefits which includes Life Insurance, Health and Dental benefits, Employee and Family Assistance Program, Short- and Long-Term Disability, available after 3 months of service
- Live and work in the most beautiful place in British Columbia

To apply for this job, email your resume to [hr@akisqnuq.org](mailto:hr@akisqnuq.org)

*Akisqnuq supports a diverse and inclusive work environment and welcomes applications from all qualified applicants. You must be legally entitled to work in Canada. We thank all applicants, however only those selected for an interview will be contacted.*