



External Job Posting

Position Title:	Maintenance Worker	Pay Grade:	As per collective agreement
Position Type:	Part Time Minimum 24 hours weekly	Hours of Work:	Wednesday-Friday
Reports To:	Maintenance Manager	Date Posted:	November 18, 2020
Union:	Public Services Alliance of Canada	Closing Date:	Dec 2, 2020 at 12:00pm
Competition Number:	2020-PSA-42	Number of Positions:	One (1)

Position Overview

The Maintenance Worker will perform routine and preventative maintenance and repair procedures at the Wequedong Lodge facility primarily in conjunction with the Maintenance Manager. The Maintenance Worker will also work with the Supervisors in the performance of maintenance duties.

Qualifications

The Maintenance Worker must possess:

- Formal education at a high school diploma level or an equivalent level of work experience in the maintenance of a facility such as Wequedong Lodge.
- Basic knowledge of HVAC, plumbing and electrical systems.
- Minimum of two (2) years in building maintenance.
- Experience and knowledge of using hand and electrical tools and exterior maintenance equipment.
- Knowledge of building and equipment maintenance schedules.
- Adequate verbal and written English language skills.
- Proven abilities in office work and office equipment.
- Possess a valid Ontario Driver's License and current WHMIS and First Aid Certificates
- Basic knowledge of the Ontario Fire Code and of Health and Safety regulations.
- Fluency either in Ojibway, Oji-Cree or Cree would be an asset.
- An understanding and appreciation of Indigenous culture.



Duties and Responsibilities

1. Perform internal and external routine inspection on a daily basis and maintenance of the building.
2. Check control panels and electrical wiring in AC units and in existing systems such as the Fire Alarm system in order to identify functionality issues.
3. Replace light bulbs, install door locksets, window blinds, television and computer cables, and other appliances and equipment.
4. Maintain exterior grounds.
5. Be capable of inspecting and providing maintenance on equipment and premises and report findings to the Maintenance Manager and/or management.
6. Move furniture and equipment upon instruction.
7. Perform all other duties as instructed by the Maintenance Manager and other management personnel.

Application Process:

Interested candidates may apply in person, by mail, email or fax. Your application should include the competition number (**2020-PSA-42**), your cover letter and resume and may be submitted in confidence to:

Wequedong Lodge of Thunder Bay
678 City Road, Fort William First Nation, ON P7J 1K3
Fax: (807) 626-9365

Email: kwright@weqlodge.org

Wequedong Lodge is an equal opportunity employer and provides accommodation for job applicants in accordance with the Human Rights Code and the Accessibility for Ontarians with Disabilities Act.

Accommodations are available on request for candidates taking part in all aspects of the recruitment and selection process. To make a request, please contact kwright@weqlodge.org

While all responses are appreciated and will be handled with the strictest confidence, only those being considered for interviews will be acknowledged.