



External Job Posting

Position Title:	Maintenance Worker	Pay Grade:	\$18.02 per hour
Position Type:	Full-time (Minimum 40 hours weekly)	Hours of Work:	Varied
Reports To:	Maintenance Supervisor	Date Posted:	September 6, 2023
Union:	Public Services Alliance of Canada	Closing Date:	September 20, 2023, at 4:00pm
Competition Number:	2023-PSA-47	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 supervisor. The maintenance worker will also work with the supervisors in the performance of maintenance duties.

Qualifications

The maintenance worker must possess:

- High school diploma or equivalent
- Minimum of two (2) years in building maintenance.
- Basic knowledge of HVAC, plumbing and electrical systems.
- 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 (**2023-PSA-47**), 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

Preference will be given to qualified Indigenous applicants.

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.

Wequedong Lodge is dedicated to ensuring a safe, comfortable, and culturally appropriate environment for its clientele. As a tool in the recruitment screening process, all offers of employment to external candidates shall be conditional upon a Police Vulnerable Sector Check (PVSC) to ensure the absence of relevant criminal convictions.

Evidence of full vaccination will be required prior to the start of employment in accordance with our COVID-19 Vaccination Policy.

Regular attendance at work is imperative, therefore, all applicants will have to demonstrate good record to be considered for this position.

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