



RR 2 3A-492 Arrow. Rd Invermere, BC, V0A-1K2 Ph: 250.341.3678 Fax: 250.341.3683

Maintenance Worker

Full Time Year Round

Electrical, plumbing and carpentry skills are all part of your tool kit

Job Summary: performs maintenance and repairs related to buildings, infrastructure, lands, building grounds and homes where the Shuswap Band is required to maintain.

Responsibilities include and are not limited to:

- ✓ Electrical, mechanical, plumbing and heating system troubleshooting in housing units including routine maintenance checks.
- ✓ Carpentry repairs and maintenance such as replacing locks, replacing shingles, and attending to emergency calls to determine course of action.
- ✓ Cutting, splitting and delivery of wood to Community Homes.
- ✓ Special projects such as assembling furniture, installing cupboards, hauling items to the local landfill and other projects that may be requested by Shuswap Band Department Managers
- ✓ Setting up and taking down of the tables and chairs, removal of garbage after community functions
- ✓ Work on and around the water sources within the Shuswap Band's responsibility.
- ✓ Seasonal care of outside areas
- ✓ Other duties as may be required

Qualifications

- * Minimum 5 years maintenance experience in the various areas
- * Understanding and able to follow relevant policies, procedures and rules.
- * Able to assess plumbing, electrical, and carpentry issues that may arise.
- * Must demonstrate analytical, problem solving and decision-making skills.
- * Effective verbal, listening and communication skills.
- * Project and time management skills
- * Ability to work in a team with contractors and engineers on larger projects
- * Competency in records-keeping, documentation and safety program reporting
- * Valid class 5 driver's license and reliable transportation considered an asset.
- * Must agree to a Criminal Records Check.

Closing date October 13, 2017

Forward resume and certificates to: Wendy Rockafellow
Director of Operations
Shuswap Indian Band
Fax: 250-341-3683
Email: dops@shuswapband.net