



Lax Kw'alaams Band

206 Shashaak Street,
Port Simpson, B.C. VOV 1H0
PH: 250-625-3293 F: 250-625-3246

JOB OPPORTUNITY

Maintenance Labourer

Date Classified: June 22, 2021

Business Unit: Public Works Department

Location: Lax Kw'alaams, BC

Reporting to: Director of Infrastructure

The Lax Kw'alaams Band has an immediate opening for a permanent full-time Maintenance Labourer. The successful person will assist with the maintenance and upkeep of community buildings and grounds by providing housekeeping of offices and facilities, grounds keeping, and minor repair services of tools and equipment.

Duties and Responsibilities will include but not be limited to:

- Assist in maintaining Lax Kw'alaams buildings and equipment;
- Assist with maintaining a regular inventory of maintenance equipment and supplies;
- Ensure that regular maintenance is conducted on all Band owned vehicles;
- Cut brush and trees in ditches to ensure good vision for traffic; maintain lawn/grounds as needed and requested;
- Ensure that cleanliness of grounds and buildings are maintained;
- Operate snow removal vehicles and machinery;
- Participate as an active member of the work team;
- Prepare and submit all paperwork required by the department (work orders, timesheets, etc.);
- Stay knowledgeable and current on regulations and procedures relating to equipment and buildings;
- Set up grounds and facilities for events, and help with organizing and clean-up after events in coordination with the team;
- Perform all other tasks within the scope of the position, as assigned.

Education, Experience and Knowledge:

- High School Diploma or equivalent preferred;
- Related experience performing maintenance and repairs;
- Knowledge of carpentry and building maintenance; knowledge of the safe operation of basic hand and power tools;
- Flexibility in managing changing priorities and ability to work with minimum supervision;
- Ability to perform heavy outdoor manual work in all weather conditions;
- Physically capable of carrying out job duties and the ability to lift up to 50 pounds;
- Knowledge of hazards and safe work practices with respect to general building maintenance;
- Ability to operate hand and power tools commonly used in building maintenance;
- Work in confined spaces; mechanical aptitude;
- Knowledge and understanding of First Nations communities, culture and issues are an asset;
- Customer-focused - respond promptly to customer needs; receptive to change - can adapt to changing circumstances;
- Respect diversity - treat others with respect; avoid unnecessary conflict;
- Take training when required and available by department funding;
- Valid BC drivers' license with clean driver's abstract;
- Complete Workplace Hazardous Materials Information Systems (WHMIS) and First-Aid Level 1 upon hiring;
- Ability to demonstrate a commitment to embodying a personal addiction-free lifestyle;
- Provide a current Criminal Record Check, including a Vulnerable Sector Screening as a condition of employment.

Compensation & Benefits

- Wages will be \$21.08 hourly.
- This is a Bargaining Unit position and is open to male and female applicants.

Submission Deadline:

- June 30, 2021.
- Pursuant to Section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal Ancestry.
- We invite all interested parties to reply in the strictest confidence to the Human Resources Department at hr@laxband.com