



**WESTBANK  
FIRST NATION**

*Community. Leadership. Pride.*

## **WESTBANK FIRST NATION** Employment Opportunity

THE FOLLOWING POSITION IS AVAILABLE WITHIN WESTBANK FIRST NATION. IN ACCORDANCE WITH SECTION 20.1 OF THE WFN CONSTITUTION AND SECTION 3.1 OF THE WFN PERSONNEL POLICY, PREFERENCE WILL BE GIVEN TO QUALIFIED WFN MEMBERS WHO APPLY FOR THIS POSITION.

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**TITLE: Maintenance Labourer I (Seasonal)**  
**MINIMUM SALARY: Commensurate with experience**  
**DEPARTMENT: Development Services**  
**TERM: Seasonal Full-Time**

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### **POSITION SUMMARY:**

The Maintenance Labourer I is responsible for performing the daily tasks required to assist in all aspects outside maintenance operations, which includes roads, drainage, snow removal, fleet, grounds and requests for service.

### **DUTIES AND RESPONSIBILITIES:**

- Performs manual labour duties as part of the department's landscape and infrastructure maintenance activities and to assist fellow crewmembers to ensure economical, cost-effective, and efficient use of resources
- Performs a variety of maintenance tasks related to roads, bus stops, drainage systems and grounds including digging, raking, weeding, pruning, mowing, trimming, clean-up, brush clearing, concrete work, asphalt patching, litter pick-up
- Provides assistance for Requests for Service and meeting set ups
- Operation of equipment and power tools such as skid steer, loader, tractor, mini-excavator, dump truck, tamper, power rake, aerator, top dresser, lawn mower, weed-eater, cement mixer, pressure washer, saws, drills and miscellaneous hand tools
- Assists with winter maintenance and snow removal when required
- Performs minor repairs and assists with assembly, removal and adjustments of attachments to various pieces of equipment and fixtures
- Assists with traffic control, the placement of barricades and warning lights around work projects in high and low traffic situations and adverse weather conditions
- Complies with all applicable Occupational Health and Safety Manual WCB regulations and procedure
- Fills out and hands in a timesheet at the completion of each work day to ensure proper accounting for expenditures for labour, materials, and equipment; Maintains relevant logs and records
- Participates in Occupational Health and Safety and other relevant training and lectures offered at Westbank First Nation pertaining to this position
- Performs other duties and responsibilities as necessary in the performance of the position, and as directed by the Landscape Foreman and Public Works Supervisors
- Performs all duties and responsibilities in accordance with the Westbank First Nation laws, policies, standards and procedures and as directed by the Landscape Foreman and Public Works Supervisors

### **QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:**

- Minimum Grade 10
- Occupational First Aid Level I an asset
- WHMIS Certificate an asset
- Valid BC Driver's License and a current Driver's abstract required
- TDG Certificate an asset
- Minimum 1 year of experience working in general construction, landscaping, maintenance work an asset.
- Knowledge and previous experience operating various pieces of equipment such as small tractors, chainsaws, jackhammers, compressors, tamping machines, snow blowers, weed eaters, lawnmowers, saws, a variety of hand tools, etc.
- Ability to work independently or as a team
- Physical strength, stamina and coordination required to perform heavy physical work in all weather conditions
- Ability to communicate effectively, particularly when dealing with the WFN Community members and the general public
- Necessary knowledge of safe working and operating procedures related to equipment and tools and work procedures required to assure public safety
- Ability to function well in a fast-paced, deadline driven environment with multiple priorities with good accuracy and attention to detail is required
- Ability to work flexible hours, including shift work and emergency call outs
- Must have a current contact phone number

This Temporary Full-time position is a great way to gain valuable skills, cross-train in different departments, and experience all WFN has to offer. Further information can be obtained at [www.wfn.ca](http://www.wfn.ca) by visiting the *Employment Opportunities* tab located under the Menu tab, located in the top right hand corner of the homepage.

Interested applicants should email an [application form, cover letter, and resume](#) by **Friday, May 18, 2018**. **Please reference #18-5.6 and indicate clearly in your covering letter where you saw this posting and how your experience and qualifications meet the requirements of the position.**

**\*Incomplete and/or late submissions will not be accepted\***

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