

NORTHERN NISHNAWBE EDUCATION COUNCIL



EMPLOYMENT OPPORTUNITY

NNEC is a non-profit educational organization. Under the direction of the Sioux Lookout District Chiefs, NNEC delivers secondary and post-secondary education programs and services for First Nations people. NNEC operates Pelican Falls First Nations High School, Pelican Falls Centre, Pelican Falls Wellness Centre, Dennis Franklin Cromarty High School, Wahsa Distance Education Centre and has offices in Lac Seul (head office), Sioux Lookout and Thunder Bay. NNEC welcomes applications for the following position:

Maintenance Worker – Casual Dennis Franklin Cromarty High School, Thunder Bay, ON

This casual position will work with the Maintenance staff of Dennis Franklin Cromarty High School and is responsible to assist with the school grounds as well as walkways, service, lighting, plumbing, repairs, including assisting with custodial operations of the property belonging to the Northern Nishnawbe Education Council. This position will report directly to the Maintenance Supervisor or designate.

Qualifications:

1. Minimum Grade 12 Diploma;
2. Experience in building operations and maintenance is preferred
3. Ability to work alone and exercise good judgment in decision making
4. Must be certified in First Aid and CPR or be willing to obtain
5. Valid Class “G” Ontario Drivers Licence
6. A cooperative attitude when working with First Nations people, the public and staff
7. Excellent communication skills both verbal and written.
8. Must be physically able to lift and carry objects up to 50 lbs
9. Fluency in Oji-Cree / Ojibwe would be an asset.

Responsibilities:

1. Assist with the maintenance of the school as directed.
2. Performing minor repairs as needed.
3. Replacing lights and hardware as necessary.
4. Maintaining school grounds by shovelling from exits and walkways.
5. Removing ice deposits and sanding walkways, entranceways etc for safety purposes.
6. Mowing and raking of all on school lawns within the school confines.
7. Keeping property free of debris and garbage.
8. Assisting with various objects which include major renovations assigned by the principal; and all other job-related duties as assigned by the maintenance supervisor;
9. Collecting garbage in hallways, stairwells and all other areas.

10. Always maintain strict confidentiality.

11. Other duties as assigned

SALARY: Based on Education and Experience

**NNEC thanks all applicants in advance; however, only those selected for an interview will be contacted. NNEC requires a Criminal Record Check and/or a Vulnerable Sector Check for all positions.

Please submit your cover letter, resume and three references (with written permission for NNEC to contact) to Human Resources, NNEC Head Office, fax (807) 582-3865 or by email to humanresources@nec.on.ca