



Position Description

Wood Maintenance Worker

Position Summary

Job Type:	Full-time, Temporary. Start Date: October 15, 2024, End Date: March 31, 2024
Hours of Work:	Monday – Friday 8:00 a.m. - 4:00
Reporting to:	Manager, Public Works
Department:	Public Works
Wage:	\$17.40 – \$22.00
Application End Date:	October 10, 2025

Wood Maintenance Workers are responsible for cut and delivery of firewood to Skeetchestn Community Members. Skeetchestn Maintenance workers assist with general labour and emergency situations as required.

Key Responsibilities

Performs all duties and responsibilities in accordance with Skeetchestn Indian Band policies, practices, and procedures as directed by the Public Works Manager. Maintains confidentiality as required pertaining to members, clients, employees, and general matters of SIB.

Public Works

- Assists with firewood program including wood chopping, and delivery
- Performs projects with heavy equipment.
- Keeps shop area clean and organized.
- Inspects vehicles and equipment as required to ensure safety. Reports any vehicle issues to Manager.
- Maintains department vehicles and equipment.
- Assists as required in emergency situations.
- Ability to use axes as needed with lumber
- Ability to lift minimum 50lbs
- Ability to be a team player
- Ability to work in different weather conditions outside
- Have good hand eye coordination
- Must Comply with operational procedures
- Must be dependable, and have reliable transportation
- Must be a minimum of 18 years of age.
- Ability to use a chainsaw safely
- Attends department meetings, all staff meetings, safety meetings etc.

Qualifications

Training, Education, Experience

- Chainsaw operations and safety
- Log splitter operations and safety
- Current Class 5 BC Driver's Licence

- Heavy Equipment Operator certification is not required but an asset.
- Satisfactory criminal records check

Knowledge, Skills, Abilities

- Knowledge of and ability to follow safe work procedures including hazardous materials, lock-out/tag-out, confined spaced etc.
- Ability to operate and use a variety of tools and equipment; aptitude to learn and use new equipment and tools as needed.
- General knowledge of maintenance activities and grounds keeping.
- Able to work independently as well as working within a collaborative team framework.
- Genuine respect for Skeetchestn Indian Band culture and protocols.

Working Conditions

Work is performed in indoor and outdoor settings in all weather conditions. Must follow safe work and check-in procedures. Physical ability to perform duties such as climbing, stooping, standing, lifting. Flexibility to work evenings and weekends and flexible hours as required to respond to emergencies.

Are you interested in joining our team? submit cover letter and resume to:

Holly Deneault

Assistant Director of Operations and Human Resources

Email: adminassist@skeetchestn.ca

Fax: (250) 373-2494