



WALPOLE ISLAND FIRST NATION EMPLOYMENT OPPORTUNITY

Job Title: Arena Maintenance Worker
Department: Recreation - Arena
Status: Casual Call-in
Closing Date: Applications Accepted Anytime

Position:

The Arena Maintenance Worker will assist in all activities required to prepare and maintain ice, floor and hall rentals, assist patrons, collect fees, continually monitor and report safety concerns throughout the building, along with general cleaning, building repairs and maintenance. They will also assist in helping to coordinate the setting up and monitoring of events in accordance with WIFN personnel and department policies and procedures. Other duties as required.

Requirements:

- Minimum of Grade 12 or equivalent
- Must have CPR/First Aid or willing to obtain
- WHMIS certification or willing to obtain
- Certified Ice Technician credentials or willing to obtain
- One (1) year experience operating and maintain heavy equipment or contractor work
- Valid Ontario Driver's License and reliable transportation
- Subject to Criminal Records Check

Responsibilities:

Ice Maintenance:

- Assist and/or be responsible for installing and painting ice surface at the start of the season, maintain and prepare ice surface prior to and after rentals, edging and shaving ice regularly, and removal of the ice surface at seasons end.
- Train to operate ice resurfacer (training provided)
- Conduct regular resurfacer maintenance including; checking/changing oil regularly, checking belts and replacing as needed, check propane tanks and connections before each use, checking blades for sharpening as required, and reporting any deficiencies to Recreation Manager.

Arena & Hall:

- Ensure hall, floor and or lobby is prepared for each rental.
- Ensure all areas, lobby, hall and entrances are kept clear and safe.

General:

- Able to do general carpentry and plumbing repairs.
- Closely follow established daily checklist and procedures.
- Keep work logs current and up to date.
- Ensure receipt money procedures are followed and documented

We are a special interest organization that is primarily engaged in serving the interest of the Walpole Island First Nation community, preference will be given to persons of Native ancestry. (OHRA 1981, c53, s170)
Qualified Band Members are to be given PRIORITY. (R.C.M. April 28, 1998 M#15)



WALPOLE ISLAND FIRST NATION

How to Apply:

Please submit your resume and cover letter describing qualifications above to:

Walpole Island First Nation
Human Resources
Mail: 117 Tahgahoning Rd,
Wallaceburg, ON
N8A 4K9
or
Fax: 519-627-5915
or
Email: Careers@wifn.org

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