



TRAINING OPPORTUNITY:

HOUSING MAINTENANCE TRAINEE

Duration: 20 WEEKS @ 35 hours / week

Salary: \$20.00 / Hour

The Housing Maintenance Trainee will assist the Housing Department of Whitefish River First Nation in tenant rental home maintenance and care. The Housing Trainee will be directly supervised by the Housing Manager, but will be guided by the Housing Maintenance Assistants.

The Housing Maintenance Trainee will assist in providing daily maintenance services which will include the following:

- Assist with minor maintenance and renovations services to all WRFN residential units under the WRFN Housing Department;
- Assist with preventative maintenance and on-going maintenance schedules;
- Participate in health and safety training as identified;
- Provide written weekly reports and timesheets to Housing Manager;
- Assist with interior and exterior cleaning and painting;
- Operate with various types of equipment such as: snow plow, lawn mower, and any other power tools necessary to perform minor maintenance tasks;
- Work safely, identify any health and safety concerns and report to Supervisor; and
- Assist with all other duties as assigned.

QUALIFICATIONS:

- Must have a minimum of Grade 12 or equivalent;
- Some experience in in basic carpentry and basic home maintenance;
- Strong interpersonal skills;
- Good communication skills;
- Ability to work independently;
- Must be physically fit to perform this type of work; ability to lift at least 50 lbs; and
- **Must be between the age of 18 – 30 years old**

Applications will be accepted via email, fax, and mail or in person to the attention of:

CONFIDENTIAL:

Human Resources Manager

Whitefish River First Nation; 17-A Rainbow Ridge Road; P.O. Box 188; Birch Island; ON POP1A0

Email: applications@whitefishriver.ca; Fax: (705)285-4532

Applications must submitted by **Jun 2, 2023** by 12:00 p.m. and must include the following;

Cover letter, current resume, and 3 references names.

**Successful applicants will be contacted via phone or e-mail for an interview.