

BIG RIVER FIRST NATION

Box 519, Debden | Saskatchewan S0J 0S0

Telephone: (306) 724-4700 | Fax: (306) 724-2161



The Big River First Nation is searching for an Arena Maintenance to join our team.

The Arena Maintenance Worker will assist in all activities required to prepare and maintain ice, floor, and assist patrons, 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 BRFN personnel and department policies and procedures.

Apply by: May 13, 2022

Reports to: CEO

Duties and Responsibilities:

- 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.
- Ensure floor and lobby is prepared for each use of arena
- Ensure all areas are kept clean and safe.
- Closely follow established daily checklist and procedures.
- Keep work logs current and up to date.
- Ensure receipt money procedures are followed and documented

Knowledge, Skills, & Abilities:

- Skilled in the use of hand and power tools.
- Ability to take apart machines, equipment, or devices to remove and replace defective parts.
- Ability to use common tools.
- Experience performing routine maintenance.
- Strong organizational and follow up skills.
- Ability to maintain focus while working individually.
- Strong time management skills.

Qualifications:

- 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
- Maintain a valid Saskatchewan driver's license and have a registered vehicle.
- Must have a demonstrated ability to maintain confidential information.
- Ability to speak/understand the language(s) of the community is an asset.
- Previous experience working in a First Nations community is an asset.

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Interested applicants can apply by submitting a resume with references to hr@brfn.ca, by Fax attn: Human Resources to (306) 724-2161. To apply in person, drop off resume and cover letter to the BRFN Band Office (306) 724-4700.

For more information, Please Contact;

Allison Lachance

Human Resources Manager

Phone: 306-724-4700 ext. 226

Email: hr@brfn.ca