



## **Skwlāx te Secwepemcúlecw Job Posting**

**Position: Village Maintenance Worker**  
**Department: Public Works**

### **The Organization:**

Skwlāx te Secwepemcúlecw (SteS) is traditionally known as Skwlāx, which translates to Black Bear in Secwépemctsin, the traditional language. SteS has a unique vision and drive; the Band has not only led the way in tourism within the Shuswap, but it has also led the way in economic development. The creation of Quaaout Lodge, Talking Rock Golf, Le7ka Spa, and Little Shuswap Gas Station has helped promote Secwepemc culture, and allowed the SteS people to develop world class accommodation and leisure activities. The governance structure of SteS is unique and forward-looking, divided into four distinct sectors:

<b>Administration</b>	Covering programs and services for Band members
<b>Wellness</b>	Responsible for the overall health and wellness of the community
<b>Territorial Stewardship</b>	Addresses title and rights issues and external government-government relations
<b>Economic Development</b>	Oversees the business operations of the community and works to promote a strong, resilient economy for the community. Strong management and leadership with clear vision and an excellent team of committed employees make up the engine that drives the community forward

### **The Opportunity - A Day in the life of the Village Maintenance Worker:**

Under the direction of the Public Works Manager and/or Supervisor, the Village Maintenance Worker will perform work of moderate difficulty in completing tasks related to the construction, operation, care and maintenance of the Village's infrastructure and facilities, park grounds and public buildings.

### **Requirements - What you bring to the organization:**

- General knowledge of construction, repair and maintenance activities.
- Ability to tolerate working in an environment that may contain dirt, dust, noise, unpleasant fumes/odors, vibration, poor lighting, allergens, extreme heat/cold, wetness and humidity.
- Ability to solve practical problems with or without immediate supervision.
- Ability to work with others as part of a team and/or independently.
- Ability to understand and perform work assignments and follow policies and procedures.
- Ability to lift or move a minimum of 50lbs
- The incumbent must be willing to learn new skills through training opportunities, be a self-starter, and maintain the highest level of personal integrity.
- Well-developed public relations skills.



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- Knowledge and experience in developing professional correspondence, reports, and other related documents.
- Must be able to obtain and maintain a Criminal Record Check.
- Must have a valid Class 5 BC Driver's License (minimum).
- Must be able to provide a clean drivers abstract

**Duties and Responsibilities (include but not limited to):**

- Perform snow and ice control/removal when required using equipment to maintain streets, sidewalks, and parking lots.
- Perform off-duty personnel call-out tasks as assigned.
- Perform landscaping, grass mowing and related grounds maintenance.
- Operate hand tools such as chainsaw, wood working, construction, etc.
- Assist in the installation and repair of underground pipes
- Insure proper maintenance of equipment and tools through inspections and repairs.
- Perform vegetation control (tree trimming/grass mowing) on Village roads.
- Operate solid waste collection vehicle (garbage truck) as required.
- Operate solid waste & recycle facility as assigned.
- Collect and dispose of garbage in park areas and along Village roads.
- Remove and dispose of dead animals as required.
- Assist various special interest groups with set up and tear down of events.
- Perform street/road repair and maintenance including, but not limited to, repairing of manholes and sidewalks, fixing signs, trimming trees, ditch mowing, culverts, etc.
- Operate heavy equipment such as mowers, bobcats, trucks, etc.

**Application Deadline:**

Open until filled.

Please forward your cover letter and resume:

**Email:** [hr@slsb.ca](mailto:hr@slsb.ca)  
**In Person:** Skwłāx te Secwepemcúlecw  
Band Office 1886 Little Shuswap  
Lake Road Chase, BC  
V0E 1M2

*NOTE: While we thank you for your interest in Skwłāx te Secwepemcúlecw, we will only be contacting the short- listed candidates. We are an Equal Employment Opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, creed, age, sex, gender, sexual orientation, national origin, religion, marital status, medical condition, physical or mental disability, military service, pregnancy, childbirth and related medical conditions or any other classification protected by federal, provincial, and local laws and ordinances. Reasonable accommodation is available for qualified individuals with disabilities, upon request. This Equal Employment Opportunity policy applies to all practices relating to recruitment and hiring, compensation, benefits, discipline, transfer, termination and all other terms and conditions of employment. While management is primarily responsible for seeing that equal employment opportunity policies are implemented, you share in the responsibility for assuring that, by your personal actions, the policies are effective.*