



Siksika Family Services Corporation
SIKSIKA CHILDREN'S VILLAGE
Facility & Property Technician
On-Reserve

Closing Date: January 17, 2025



GENERAL STATEMENT OF POSITION:

The Facilities & Property Technician will undertake the maintenance and repair duties at the interior and exterior of the Children's Village Safe Housing site. The position will keep facilities and grounds in perfect condition by doing various assigned duties and responsibilities. The Facilities Tech should have excellent manual dexterity and general technical knowledge are important aspects of this position. This position provides assistance and service with being well-organized and utilizing strong general repairs skills. This position requires a keen eye for detail, and physical fitness to complete assigned tasks.

DUTIES AND RESPONSIBILITIES:

- Perform maintenance and light repairs.
- Undertake light installation or carpentry tasks
- Undertake duties as assigned or emergency tasks, such as; snow removal, yard work
- Reports on Buildings and Property assets
- Keep records of building and property maintenance requirements and scheduling
- Participate in meetings related to Facilities management
- Knowledge of general handyman skills.
- Experience with hardware tools and power equipment
- Basic understanding of electrical, plumbing or HVAC system.
- Good communication ability, and attention to detail
- Good Physical abilities, able to lift 55 lbs.
- Expected to work in all adverse weather conditions
- Occasional overtime may be required
- General understanding of computer databases with ability to update for work requests
- Good organizational skills and apt in problem-solving

EDUCATION AND EXPERIENCE:

- Grade 12 High School Diploma or Equivalent is required
- Experience or related experience as Handyman
- Class 5 Driver's License required
- Safety tickets or prepared to get safety tickets.
- General knowledge of the Siksika Nation Culture and some ability to communicate in the Siksika Language.
- General indoor and outdoor work environment. Physical labor requiring lifting, repairing, sweeping, shoveling, and other related activities in completion of duties. Will utilize power tools and other equipment in completion of duties.

Resumes and cover letters should be emailed to hrm@siksikafamilyservices.com

Please quote **Job Title** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.