



TSAWWASSEN FIRST NATION  
s̓əwəθən məsteyəx<sup>w</sup>

## EMPLOYMENT OPPORTUNITY

### Regular Full Time Facilities Labourer

The Tsawwassen First Nation's Lands Department is looking to add an enthusiastic, hard working regular full time Facilities Labourer to their team. The Facilities Labourer will be under the supervision of the Facilities Projects Supervisor and will be responsible for performing routine building maintenance tasks and assisting the Supervisor with the performance of building construction, maintenance and remodeling tasks in one or more fields (e.g. carpentry; electrical; heating; ventilation, and air conditioning (HVAC); plumbing, etc.); learns to perform tasks in other fields; and performs other tasks as assigned. Tsawwassen First Nation offers a generous extended benefits plan, including a pension plan, after three months of full time employment.

#### **Essential Functions:**

- Gains job specific expertise through various sources (e.g. on-the-job training, trade publications, vendor publications and manuals, etc.) to become proficient in the identified primary field.
- Installs insulation to building walls, ceilings and floors to provide sound and thermal barriers using various tools and materials (e.g. wire, knives, dust masks, etc.)
- Installs attachments and accessories at user work stations.
- Familiarity with using various hand, power and specialty tools.
- Performs minor plumbing maintenance (e.g. replacement or repair of leaks in drains and faucets, unclogging of drains/toilets, replacing drain hoses on washers and similar devices, etc.) to provide operable and efficient plumbing infrastructure to TFN Department personnel. Outdoor trenching and laying new lines.
- Assists in performing scheduled and "as needed" inspections and preventive maintenance on tools and equipment to maintain operability of the tools and equipment.
- Confers with Facilities Projects Supervisor to discuss work processes and problems, the best techniques for maintenance and repair needs, and follows direction/guidance and instructions.
- Attend staff meetings to obtain and disseminate information and participate in discussions on appropriate resolutions to problems.
- Reconfigures, installs, positions, and remounts modular offices and space (e.g. furniture, wall panels, work surfaces, storage bins, lighting, file cabinets, etc.) to accommodate user needs and maximize office space using various hand, power and specialty tools, dollies and hand trucks.
- Prepares the surfaces and paints various structures and equipment (e.g. walls, refrigerators, evaporative coolers, floors, roofs, doors, restroom facilities, etc.) to preserve wood and metal parts from corrosion and maintain a safe, comfortable working environment using various painting equipment and related tools (e.g. sprayers, rollers, brushes, thinners, etc.)

- Follows direction, guidance and instruction from Facilities Projects Supervisor in the correct operation of equipment and materials used to complete required maintenance activities.
- Replaces or updates inoperable or old building materials and appliances (e.g. motors, belts, pumps, window glass, sinks, doors, smoke alarms, cabinets, shelves, tile, light fixtures, filter systems, patios etc.) to provide a safe, comfortable working environment for employees using various tools and materials (e.g. ladders, power saws, hammers, drills, etc).
- Assist other trade personnel in their work, as required.
- Use miscellaneous office equipment (e.g. calculators, computers, fax machines, copiers, etc.). May involve some office work, report writing and computer tracking.
- Other related duties, as assigned by the Facilities Projects Supervisor, that do not affect the nature of the work.

**Qualifications:**

- Grade 12 education plus a minimum of six months job related experience.
- The correct selection and safe use of various applicable hand and power tools.
- Sound knowledge of routine building maintenance and minor repairs
- Awareness of work safe practices
- Requires any combination of related education and apprentice, trades helper or equivalent experience in building construction, maintenance and repair to total two (2) years.
- Allowable education includes technical training in a field related to building maintenance through an accredited college or other technical school.
- Sufficient physical strength, stamina, and coordination to permit the performance of heavy manual outdoor work in all weather conditions.
- Possession of a valid BC Class 5 drivers license and Level 1 First Aid

**Please e-mail resume to**  
[hr@tsawwassenfirstnation.com](mailto:hr@tsawwassenfirstnation.com)  
**or drop off resume to:**

Human Resources  
 1926 Tsawwassen Drive  
 Tsawwassen, BC V4M 4G2  
 Fax: 604-943-9226  
 E-mail:

**This position will remain open until filled**

Pursuant to the Tsawwassen First Nation *Government Employees Act*, first priority in hiring among qualified applicants will be given to Tsawwassen Members, second priority to spouses (as defined in s. 3 (1) of the BC *Family Law Act*) of Tsawwassen Members, and third priority to members of other First Nations. If you fall within one of these categories and you wish to have this voluntary information considered as part of your application, please indicate the applicable category in your cover letter.