



CARCROSS TAGISH FIRST NATION

PO Box 130. Carcross, Yukon Y0B 1B0
(867) 821-4251
www.CTFN.ca

Employment Opportunity



Job Title: #24-038 Skilled (Carpenter) Labourer (2 positions available)
Department: Infrastructure
Status: Casual Term (13 week term)
Salary: C/TFN Wage Scale Level 1-4 (\$21.59 - \$31.46/hr)
Closing Date: Until filled

CARCROSS/TAGISH FIRST NATION MISSION STATEMENT

The Carcross/Tagish First Nation is mandated to protect the environment, health and wellness, education and aboriginal rights of our citizens; to continue to preserve and protect our culture, traditions, and languages; to protect and develop our natural resources and strengthen our economy and the Carcross/Tagish First Nation government for our future generations.

JOB SUMMARY

Under the direct supervision of the Foreman Carpenter, the Skilled (Carpenter) Labourer is responsible for a wide variety of carpentry and related maintenance functions for the Carcross / Tagish First Nation (C/TFN) and for integrating the four elements of the Values and Virtues of Life (mental, emotional, spiritual, and physical) into the work. The Skilled (Carpenter) Labourer will, where applicable, ensure that the work reflects life's four stages - child, youth, adult and elder. The carpenter must be willing to change with the ongoing evolution of C/TFN circle governance.

DUTIES AND RESPONSIBILITIES

Under the supervision of the Foreman Carpenter, the Skilled (Carpenter) Labourer performs a wide variety of carpentry and related maintenance functions on C/TFN buildings to ensure these buildings are operational and safe by:

- Inspecting work sites, examining blueprints and/or sketches and taking measurements to determine the scope of the problem and how best to approach repairs or renovations and materials, supplies, tools, and equipment required to perform the work.
- Performing renovations and maintenance on C/TFN rental units and building when applicable.
- Determining materials and suppliers required for various projects, ordering and picking up material and supplies or having some delivered to the job site.
- Performing general carpentry work such as repairing and/or replacing doors, windows, flooring, drywall, roofing and other related carpentry work.
- Maintaining records such as work orders, material requests, and other documentation as required.

- Maintaining an inventory of tools and miscellaneous materials and supplies such as screws, nails, hinge, bolts, glues, shims etc so that work can be performed with as little delay as possible.
- Ensuring that all work performed adheres to the established standards and guidelines such as the National Building Code and Safety Regulations.

ESSENTIAL QUALIFICATIONS

- Minimum of 3 years of carpentry and maintenance experience or a combination of education and work experience in the carpentry maintenance area.
- Standard First Aid Certificate or willingness to obtain.
- WHMIS Certificate or willingness to obtain.
- Confined Space Entry Certificate or willingness to obtain.

DESIRED KNOWLEDGE, SKILLS & SUITABILITY

- Knowledge of safe work practices and procedures.
- Excellent organizational skills.
- Class 5 Yukon Driver's License would be considered an asset.

CONDITIONS OF EMPLOYMENT

- Proof of Education (if applicable.)
- Proof of First Aid Certificate (if applicable.)
- Proof of WHMIS Certificate (if applicable.)
- Proof of Confined Space Entry Certificate (if applicable.)

We encourage all qualified candidates to apply. However, preference will be given to C/TFN Citizens, associate members and indigenous candidates.

We thank all those who apply and advise that only those selected for further consideration will be contacted.

Please Note:

- **No relocation costs are associated with the position.**
- A full job description can be found here:
<https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:b704850c-76df-4423-88e3-78210dd55c52>
- **PLEASE QUOTE THE COMPETITION NUMBER & TITLE ON YOUR APPLICATION WHEN APPLYING.**

APPLICATIONS/RESUMES MUST BE RECEIVED BY 11:59PM ON THE CLOSING DATE.

Apply to: humanresources@CTFN.ca