



EMPLOYMENT OPPORTUNITY

JOB TITLE: Grounds Maintenance Summer Worker

LOCATION: Dokis First Nation

TERM: Temporary (until September 26, 2025)

START: As soon as possible

WAGE: \$20.00/hour

Dokis First Nation is seeking a reliable individual to maintain several community grounds for the summer months. The Grounds Maintenance Summer Worker will be responsible for mowing the grass, trimming around structures, edges and ditches, and generally keeping the grounds clean and accessible for community use. This position reports to the Executive Director.

The community grounds that require maintenance are:

- Dokis Administration Buildings:
 - Band Office
 - Health Centre
 - Public Library
 - Lands Building
 - Water Plant
 - Dokis Museum
 - Public Works Building
- Wellness Centre
- Independent Living Centre
- Emergency Access and Traffic Areas:
 - Heliport
 - Intersections and stop signs
 - Community Fire Hydrants
- Community Recreational Areas:
 - Ball Field
 - Charlie's Bay Boat Launch
 - Pow Wow Grounds
 - Dokis Beach (small dock area)
 - Restoule River
- Church and Police Station
- School and Playground
- Graveyards:

- Main Graveyard (St. Francis)
- Old Graveyard (St. Joseph's/Keso Bay)
- St. Alexander's (Behind Clifford's)
- The Grounds Maintenance Summer Worker will also be responsible for monitoring roadways and sweeping sand, loose gravel, and debris off the roads, as needed.

QUALIFICATIONS AND REQUIREMENTS

This position requires an individual with the following characteristics:

- Must be physically fit to perform the duties required.
- Able to work outside in all weather conditions.
- Able to operate a lawn mower, whipper snipper, leaf blower
- Able to interact professionally with people.
- Must be reliable and self-driven.
- Must have reliable access to a vehicle and lawn maintenance equipment.
- WHMIS training is an asset, but it can be provided.

HOURS OF WORK

The normal hours of work for this position are Monday to Friday, from 8:30a.m. to 4:30 pm. The nature of this position is such that some overtime with notice may be required. This position follows the Dokis First Nation employment policy.

CLOSING DATE

Applications for this position will be accepted until the position is filled. Interested applicants must submit a resume and two references to:

Pamela Restoule, Executive Director
940A Main Street
Dokis First Nation, ON
705-763-2200 ext.224
ed@dokis.ca

Miigwech to all applicants for their interest; however, only those selected for an interview will be contacted.