



ASHCROFT INDIAN BAND

Maintenance & FireSmart Lead

The Ashcroft Indian Band is seeking a reliable, motivated and skilled Maintenance & FireSmart Lead to join our team. This is a hands-on position is responsible for general maintenance, equipment operation, community upkeep, FireSmart activities and supporting community events and projects.

The successful candidate will be someone who takes pride in their work, can work independently with minimal supervision, and is comfortable taking initiative and providing leadership direction to other maintenance staff when required.

Key Responsibilities

- Perform general maintenance, repairs and upkeep of band buildings, grounds and community facilities.
- Operate and maintain equipment including backhoes, tractors, skid steers and other small equipment.
- Safely operate power tools, chainsaws and other maintenance equipment.
- Assist with moving, loading and unloading equipment, supplies, furniture and other heavy items in and out of community buildings.
- Complete vegetation management, brush clearing and removal of combustible materials as part of the Band's FireSmart activities.
- Support FireSmart landscaping and wildfire risk reduction initiatives throughout the community.
- Assist with preparation, set-up and clean-up for community events and activities.
- Work collaboratively with Band staff and other maintenance employees while providing day-to-day direction and encouragement when required.
- Identify maintenance needs and take initiative to address issues before they become larger problems.
- Follow all applicable workplace health and safety procedures.
- Maintain tools, equipment and work areas in a safe and orderly condition.

Qualifications & Experience

Required:

- High school diploma or equivalent.
- Valid Class 5 driver's license.
- Previous experience in general maintenance, construction, groundskeeping or a related field.



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- Experience safely operating equipment and machinery.
- Experience using power tools and chainsaws.
- Strong practical/mechanical aptitude and ability to troubleshoot basic maintenance issues.
- Ability to safely lift, carry and move heavy items.
- Physically fit and able to work outdoors and perform physically demanding tasks in varying weather conditions.
- Reliable, punctual and dependable.
- Ability to work independently with minimal supervision.
- Strong organizational skills and ability to prioritize and complete tasks.
- Ability to work respectfully and effectively with Band staff, community members and contractors.

Assets:

- Experience operating backhoe, tractor and skid steer.
- Relevant equipment operator training or certificates.
- Water and/or wastewater courses, training or certification.
- Previous FireSmart, wildfire mitigation, landscaping or vegetation management experience.
- First Aid certification.
- WHMIS or other relevant safety training.
- Experience supervising, mentoring or leading other employees.
- Water and Wastewater operator courses and/or certificate or a willingness to attend courses on an annual basis.

Hours of Work

Monday to Friday, with regular hours of either **7:00 a.m. – 2:00 p.m.** or **8:00 a.m. – 3:00 p.m.**

Hours may vary occasionally to accommodate community events, emergency situations, seasonal requirements or other operational needs. Some flexibility may be required.

Compensation & Benefits

Salary: Competitive and commensurate with experience, qualifications and relevant certifications. The Ashcroft Indian Band offers competitive wages, generous benefits and a strong commitment to work/life balance.



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How to Apply:

Please submit a resume and cover letter detailing your relevant experience, qualifications and your desire to work within and contribute to the Ashcroft Indian Band community.

Applications should be submitted to:

Jodene Blain, Band Administrator

Ashcroft Indian Band

Email: jodene@ashcroftband.ca

Please use "Maintenance & FireSmart Lead – Application" as the subject line.

We thank all applicants for their interest. Only those selected for an interview will be contacted.

