

COUCHICHING FIRST NATION EMPLOYMENT OPPORTUNITY



Maintenance Assistant Couchiching First Nation

The Maintenance Assistant, under the supervision of the Housing & Maintenance Manager, plays a vital role in supporting the upkeep and functionality of First Nation capital assets, including homes, buildings, facilities, roads, and related infrastructure. This position involves a range of tasks such as waste removal, outdoor maintenance, emergency repairs, minor renovations, and equipment relocation. The role also requires identifying and reporting maintenance issues, ensuring safe and clean environments, and assisting with the smooth operation of community facilities.

To succeed in this role, the Maintenance Assistant must have a high school diploma or equivalent, the ability to follow technical instructions, and a working knowledge of community customs and services. Strong interpersonal skills, time management abilities, and a commitment to respectful conduct are essential for interacting with community members and maintaining the integrity of all Couchiching First Nation facilities.

Applicants must meet the following criteria:

- Ontario Secondary School Diploma or equivalent.
- Ability to interpret maintenance instructions, manuals, safety rules and other documents.
- General knowledge of community services, customs and traditions.
- Exceptional interpersonal and people skills.
- Excellent time management skills to complete a variety of tasks.
- Creating a respectful environment in all Couchiching facilities and when entering community homes.
- Excellent interpersonal skills, and oral and written communication skills;
- Able to travel and work overtime when required;
- Ability to speak Ojibway or a willingness to learn the language is considered an asset;
- Current First Aid and CPR certification or a willingness to obtain the same;
- Must provide a Criminal Vulnerable Sector Check;
- Acknowledgement and agreement to all CFN Policies, Procedures and Guidelines upon hire.

Must possess a valid Ontario Driver's License – Class "G", and able to submit a current driver's ab Salary commensurate with education and experience. All applicants will be subject to a Criminal Record Check (with Vulnerable Section Query), and Child Abuse Registry Check. Interested parties should apply in writing to:

Deadline: November 14, 2025, by 4:00PM CST.

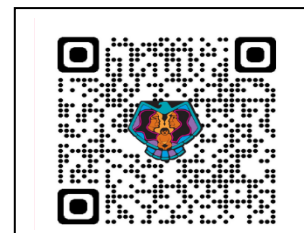
How to Apply:

Applicants should include their resume, cover letter and 3 references. References must include three employment related references and written permission to contact those references. You can submit your application to Couchiching First Nation Human Resources by email, mail, or in person.

By Email: recruitment@couchiching.ca

Postal mail, or in person at:

Human Resources: Couchiching First Nation
RMB 2027, RR2, Fort Frances, Ontario P9A 3M3



All suitable, qualified Couchiching Band members shall be given first preference.

While we appreciate all who apply, only those selected for an interview will be contacted.

All late applications will be returned unopened.

All incomplete applications will be returned to the applicant.

CFN welcomes applicants from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.