



## EMPLOYMENT OPPORTUNITY

**"OPEN TO TR'ONDËK HWËCH'IN CITIZENS ONLY"**

### Auxiliary On-Call General Labourer

Various Departments

Posting Date: April 12, 2016

Salary: Level 1 Step 5 (\$23.59/hour)

**Closing Date 4:00pm (PST): ONGOING**

Under the supervision of the department requiring general labourer services, the Auxiliary On-call General Labourer is responsible for a variety of duties, specific to the individual requirements as defined by the hiring department. These duties can include but are not limited to general carpentry, supplies pick-up and delivery, office equipment and furniture movement, general maintenance assistance not covered through the H&I maintenance department.

**If this opportunity interests you, please submit a cover letter & resume clearly demonstrating the qualifications below, as selection for further consideration will be based solely on the information you provide:**

#### Essentials:

- Experience in general maintenance;
- Experience in using hand and electrical tools;
- Experience driving various vehicles (trucks, ATVs, boats, trailers, tractors, etc.);
- Experience dealing tactfully and respectfully with the public;
- Good organizational and time management skills;
- Ability to work efficiently without a lead supervisor;
- Responsible, reliable and accountable to assigned task;
- Punctuality and dependability;

#### Assets:

- Valid Class 5 Drivers License with clear Driver's Abstract (preferred or ability to accept AOC roles will be limited);
- Valid Boat Safety and operation certification;

#### Conditions of Employment:

- Mandatory confidentiality is a condition of employment for all Tr'ondëk Hwëch'in personnel. Failure to meet this requirement could result in dismissal;
- Criminal Record Check;
- Standard First Aid;
- Ability to work a flexible work schedule when required;
- Ability to lift heavy objects;

**A detailed job description is available upon request.**

For more information, contact Human Resources

Phone: (867) 993-7100 – EX: 112 or 126 Fax: (867) 993-6553

Email: [hrjobs@trondek.ca](mailto:hrjobs@trondek.ca)

Mail: Tr'ondëk Hwëch'in Government, P.O. Box 599, Dawson City, Yukon, Y0B 1G0

Physical Location: 1242 Front Street, Dawson City, Yukon

**We thank all applicants, but only those selected for further consideration will be contacted.**

*"To work together, to speak with one voice and to serve Tr'ondëk Hwëch'in Citizens in the pursuit of a strong, healthy, and united future."*