

# Job Title: Labourer, Fort Chipewyan

**Requisition ID:** 2696

**Affiliation:** CUPE Municipal

**Position Type:** Temporary Full Time

**Fixed Term Duration:** Approximately four (4) months

**Number of Openings:** 1

**Bi-weekly Working Hours:** 80 hours bi-weekly

**Shift/Work Schedule:** 5 days on and 2 days off (subject to change)

**Division/ Branch:** Public Works, Fort Chipewyan

**Job Location:** Fort Chipewyan

**Pay Level:** PL5

**Rate:** \$ 41.06

**COLA:** Bi-Weekly - \$480

**Closing Date:** June 20, 2024

**Reposted:** June 12, 2024 (Original CUPE Closing Date: March 31, 2024)

**Posting Type:** Internal and External

## GENERAL DESCRIPTION:

Under the general supervision, the Labourer, Fort Chipewyan performs manual labour duties involved in the maintenance of a variety of municipal buildings and grounds in the Fort Chipewyan region. Tasks include, but are not limited to, cleaning and maintaining all assigned areas and facilities, operating a variety of small equipment and hand/power tools of a limited-skill nature, and performing other general labourer duties.

The incumbent receives oral and written instructions from a Supervisor, Foreman, or designate and work is monitored or checked in progress and upon completion to ensure that instructions are properly carried out and meet set standards.

*This position is located in the Hamlett of Fort Chipewyan and is approximately 223 Kilometers north of Fort McMurray. All candidates will be considered for this role, however local applicants will be given preference.*

## RESPONSIBILITIES:

- Perform general labourer duties in assigned areas and remain flexible to respond to the immediate needs of the area to increase overall effectiveness of operations.
- Operate assigned equipment and light motorized vehicles including, but not limited to, loader, lawn tractor, and Zamboni.
- Maintain assigned areas, which may include picking up litter, shovelling snow, sweeping, mowing grass and sand bagging, using various tools and equipment.
- Load, unload, pick-up, and deliver material and supplies to and from various locations.
- Maintain daily records and inventory.
- Maintain daily operation equipment log, detailing condition of equipment.
- Assist in setting priorities in the planning of daily/weekly/monthly workloads.
- Complete Field Level Hazard Assessments (FLHA) and incident reports as required.
- Complete training on equipment and participate in the RMWB training program as required by operations.

- Perform all other related duties as required. Responsibilities may be diverse and depend upon the complexity of the program, project, issues, and/or events.

## **QUALIFICATIONS**

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to understand and execute verbal directions.
- Ability to deal courteously and effectively with a diverse range of people, using judgement and tact.
- Ability to observe applicable safety precautions as per municipal and industry standards and ensure use of personal protective equipment (PPE).
- Team player, with the ability to work collaboratively and productively with co-workers.
- A good understanding of operations/maintenance of the facilities and related equipment.
- Well organized, with the ability to set priorities and achieve work related objectives and goals.
- A positive attitude towards work and safety.
- Ability to speak Cree or Dene is an asset.
- General math, numeracy, and reading skills.

### **EDUCATION AND EXPERIENCE:**

- A High School Diploma or equivalent GED is required.
- OR
- Grade ten (10) with one (1) year of general labour experience is required. Past area/building experience, community service experience or recreation experience are assets.
  - Previous experience working in Indigenous communities is an asset.

### **OTHER REQUIREMENTS:**

- Ability to provide a Criminal Record Check with Vulnerable Sector Search for review and acceptance.
- A valid Class five (5) Operator's License is required.
- Ability to perform heavy manual labour for extended durations of time in all weather conditions.
- Immunizations are strongly recommended for work in unsanitary conditions.
- Must be medically and physically able to perform all duties of the position on an ongoing basis.
- May be required to work on a rotating shift that includes holidays, evenings, night shift, and weekends.

### **SAFETY:**

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible for understanding and actively participating in the RMWB's health and safety management system, including all policies, practices, and procedures, as well as properly utilizing all control measures including the required use of personal protective equipment. All employees must take reasonable care to protect the health and safety of themselves and others, as well as immediately report any concerns, near misses, incidents, and hazardous conditions to their supervisor.

**To apply: Please visit our website at [jobs.rmwb.ca](http://jobs.rmwb.ca)  
Current employees must apply through the internal careers site.  
We appreciate the interest of all applicants; however, only those individuals  
selected for interviews will be contacted. Late applications will not be accepted.**