



Atikokan Native Friendship Centre Maintenance Site Manager

FULL TIME ONE YEAR CONTRACT POSITION

The Atikokan Native Friendship Centre is currently accepting resumes for the position of Maintenance Site Manager. The Maintenance Site Manager will support, in a safe and skillful manner, the development and implementation of the Friendship Garden Site. Friendship Gardens will have year-round greenhouses, outdoor gardening, bee keeping, cultural and land-based programming for all ages. Friendship Gardens will host large gatherings for cultural and education purposes.

Please email programs@anfc.ca to request copy of full job description.

Qualifications Include:

- High school (Grade 12) diploma
- Related post-secondary training/education
- Skilled in the use of hand and power tools
- Ability to use common tools such as hammers, saws, drills, and wrenches
- Experience performing routine maintenance
- Professional presentation and attitude
- Satisfactory vulnerable sector check
- Valid Class G driver's license

Work Conditions:

35-hour work week, Monday to Friday 8:30-4:30 with flex hours available, in keeping with internal policies and procedures. This position services multiple sites and there is travel from site-to-site involved. Indoor and outdoor year-round work required. Occasional overnight travel required within the province for training. Requires physical exertion to manually move, lift, carry, pull, or push heavy objects and/or materials. Requires climbing and balancing.

Salary is commensurate with education and experience. We offer benefits, additional paid holidays on top of the statutory holidays as well as two weeks off at Christmas break.

Please submit your cover letter, resume, and contact information for two work references and one personal reference in confidence to:

Tiffany Maki, Program Manager
Atikokan Native Friendship Centre
1510-309 Main Street W.
Atikokan, ON POT 1C0

Application deadline is Friday, October 22, 2021. Preferred method of application is email: programs@anfc.ca