



Job Opportunities**Competition # 0120-60**

**BATC Employment & Training
Arena Worker Trainees
Three (3) Temporary Term Positions
Saulteaux First Nation**

THE POSITION:

Under the direction of the Personal Development Coach of BATC Employment & Training, the Arena Worker will be responsible for specific tasks in the arena. This is a term position based out of **Saulteaux First Nation**.

DUTIES AND RESPONSIBILITIES:

- Janitorial duties in all public areas, including bathrooms and bleachers;
- Shovel sidewalks and entrances of the arena;
- Operation and maintenance of ice plant and Zamboni;
- Ensure all bathroom supplies are in the bathrooms;
- Empty all garbage consistently through-out the day or at the end of the day;
- Go out and put all garbage bags into garbage bins at the end of the day or shift;
- Assist in ordering supplies such as garbage bags, janitorial supplies with the Band Designate;
- Wipe down all areas such as windows, walls daily;
- Enforcement of arena rules;
- Clean area mezzanine daily;
- Establish and maintain a good communication with Band Designate, or designates, food vendors and arena staff;
- Other duties as assigned

Record Keeping:

- Provide written incident reports to immediate supervisor
- Maintain an inventory of supplies and equipment;
- Submit timesheets and leave forms to immediate supervisor

QUALIFICATIONS

- Must be youth between the ages of 18-64 and on Income Assistance residing on **Saulteaux First Nation**;
- Willingness to work as a team member with BATC staff;
- Must be willing to sign an Oath of Employment and abide by a Code of Ethics
- Ability to work in scheduled hours; evenings and/or weekends
- **MUST HAVE CPIC**

Closing Date: November 3 by 4:30 pm – Please Quote Competition # 0120-60

Please submit Resume, Cover Letter and CPIC to:

**Human Resources
Battlefords Agency Tribal Chiefs
1282 101st Street
North Battleford, SK S9A 0Z8**

Phone: 306-446-1400

Email: humanresources@batc.ca