

Job Opportunities Competition # 0120-99

**BATC Employment & Training**

**Arena Worker Trainees**

**Three (3) Temporary Term Positions**

**Moosomin 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 **Moosomin First Nation**.

**DUTIES AND RESPONSIBILITIES:**

* Janitorial duties in all public areas, including bathrooms and bleachers;
* Shovel sidewalks ad 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 **Moosomin 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: October 8, 2021 by 4:30 pm – Please Quote Competition # 0120-99**

**Please submit Resume, Cover Letter and CPIC to:**

**Human Resources Phone: 306-446-1400**

**Battlefords Agency Tribal Chiefs**

**1282 101st Street**

**North Battleford, SK S9A 0Z8 Email: humanresources@batc.ca**