



## PICKEREL RIVER CONTRACTING EMPLOYMENT OPPORTUNITY

### GENERAL CARPENTER ASSISTANT

**\*RE-POST\***

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#### **POSITION SUMMARY**

Pickrel River Contracting is currently seeking a full-time **General Carpenter Assistant** to join our crew. The General Carpenter Assistant reports to the Site Supervisor and is responsible for assisting with constructing and maintaining residences and buildings. The General Carpenter Assistant will also assist with building, restoring and/or installing of structural woodwork and related materials of active projects. This position requires excellent physical stamina and a strong work ethic.

#### **MAIN RESPONSIBILITIES**

The General Carpenter Assistant will be responsible to:

- Assist with moving, lifting and transporting materials, tools and equipment for each job
- Lay building foundations
- Prepare for framing for cement
- Mix and pour cement
- Create cement forms
- Pour cement for stairs
- Frame the building including doors and windows
- Put up siding, drywall, and scaffolding
- Finish the building and ceiling
- Put in flooring
- Finish the roofing
- Put in porches and grounds
- Build required items including specialty furniture
- Build stairs and other items
- Operate and maintain carpentry tools and equipment
- Assist with the delivery of other related municipal services
- Keep a daily log of tasks
- Prepare a preventative maintenance schedule
- Respect and respond to direction given by lead-hand(s)
- Contribute and participate in the effective use of the Quality Control System
- Construct and maintain structural woodwork, shelving, flooring, tables, chairs etc.
- Perform renovations as required
- Perform drywall, boarding, taping and sanding
- Build and install cupboards, bookcases, tack boards etc.
- Repair furniture
- Prepare estimates for work orders and requests material required to complete the job
- Perform masonry and plaster work
- Constructs and finish cabinetwork and furniture from rough schematics and blueprints
- Ensure an adequate supply of material is available for preventative maintenance program
- Perform other duties as assigned from time-to-time by the Supervisor, Board of Directors or Chief and Council

## **QUALIFICATIONS**

- Grade 12 diploma or equivalent
- Valid Ontario Class G Driver's License with access to a reliable vehicle a **must**
- Current CPIC
- Basic home maintenance and carpentry skills
- Previous building and painting experience
- Experience working with various carpentry tools and equipment
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 50lbs continuously
- Current First Aid and CPR Level C
- Excellent communication skills
- Exceptional organization and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work with little supervision; must be self-directed
- Willingness to work flexible hours a must

## **HOURS OF WORK**

Full-Time – 40 hrs/week

## **REMUNERATION**

To Be Determined

## **START DATE**

As soon as possible

## **APPLICATION DEADLINE**

Posted until filled

Those interested in applying should submit their resume and cover letter in confidence to:

### **Henvey Inlet First Nation – Human Resources**

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: [samantha.bradley@henveyinlet.com](mailto:samantha.bradley@henveyinlet.com)

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.