



RAINY RIVER FIRST NATIONS

Invites applications for the position of

HOUSING COORDINATOR

Reporting to the Manager of Administration, the Housing Coordinator will be responsible for provision and maintenance of high quality and affordable housing for the First Nation members. This includes the inspection of all community houses, and the coordination of repairs, general maintenance and renovations as required.

Qualifications:

- Diploma or Degree in Construction or Architectural Technology or Engineering or equivalent of Grade 12 diploma and/or five (5) years supervisory experience within a carpentry or construction environment;
- Knowledge of current building code requirements;
- Excellent communication skills, both written and verbal;
- Knowledge of Rainy River First Nations housing program and the community's culture, beliefs, traditional lifestyles and socio-economic conditions

Terms & Conditions:

- Must be able to provide a current Criminal Reference Check satisfactory to the First Nation;
- Must adhere to the Rainy River First Nations Drug Testing policy;
- Must have a valid driver's license and access to a vehicle.

Please apply in writing by **4:00 p.m. on Wednesday, December 12, 2018**. Applications must include a cover letter, current resume, three (3) employment related references (two of which must be from a current or recent supervisor) with permission to contact these references.

Please submit applications to: **Debbie Leonard**
Rainy River First Nations
Box 450 Emo, ON P0W 1E0
Email: d.leonard@rrfns.com

For further information, please contact Verna DeBungie, Human Resources Officer at (807) 482-2479 ext. 249.

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

The Rainy River First Nations is an equal opportunity employer.