



# Rainy River First Nations

Invites applications for the position of

## Housing Manager

### **Job Description:**

Reporting to the Manager of Administration, the Manager 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
- Familiarity with housing programs such as those provided by C.M.H.C.
- Extensive experience with managing budgets
- Data management experience is an asset

### **Terms and 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 PM on Friday, July 26, 2019.**

Applications must include a cover letter, current resume, and three (3) employment related references (two (2) of which must be from a current or recent supervisor) with permission to contact these references.

Complete job description available upon request.

**Please submit application to:**

**Verna DeBungie,**

**Human Resources**

Rainy River First Nations

P.O. Box 450

Emo ON, P0W 1E0

Email: [v.debungie@rrfns.com](mailto:v.debungie@rrfns.com)

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

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

*The Rainy River First Nation is an equal opportunity employer.*