



EMPLOYMENT OPPORTUNITY

Position Title: Maintenance Worker

Location: Siksika Board of Education (Various School Sites)

Employment Type: Full-Time and Part-time opportunities may be available (contract)

Salary: Based on Maintenance Salary Grid

About the Role:

This is not your typical maintenance role. As we grow our Facilities Team, we're looking for someone who can do more than just respond to work orders. We're seeking a hands-on problem solver, someone who is flexible, reliable, and ready to take initiative without waiting for clear direction always. This role is ideal for someone who enjoys variety in their day, can confidently move between multiple school sites if needed and is comfortable working independently as well as part of a team. This position is a key piece in shaping how we support our schools and learning environments moving forward.

We are currently assessing team needs and have flexibility in how these positions are structured. We welcome candidates seeking both full-time or part-time work. We are hiring **immediately** and on an **ongoing basis** to meet the needs of our schools.

What You'll Do:

- Provide general maintenance and repair services across multiple school buildings on Siksika Nation.
- Travel between sites as needed to respond to maintenance requests and emergencies.
- Perform a range of tasks such as basic carpentry, plumbing, painting, patching, lighting repairs, furniture assembly, and minor electrical work.
- Coordinate with and support external contractors on larger repair projects, inspections, or specialized maintenance services.
- Monitor building systems and conduct preventative maintenance (e.g., HVAC checks, inspections).
- Maintain logs of work completed and report follow-ups or materials needed.
- Ensure safe use of tools and materials and maintain compliance with safety regulations.
- Support custodial team during high-demand periods, including emergency responses.
- Participate in seasonal tasks such as snow clearing, salt application, and outdoor grounds upkeep.
- Maintain flexibility to adjust hours for urgent needs or scheduled school events.
- Work collaboratively with staff and administration while managing tasks independently.

What You Bring With You:

- Clear Criminal Record Check (Vulnerable Sector) and Child Intervention Record Check.
- A self-starter attitude with a high level of independence and responsibility.
- Proven ability to assess issues, troubleshoot, and resolve them efficiently.
- Strong time management and adaptability across changing priorities and sites.
- Experience in general building maintenance, trades, or facilities services (minimum 2 years preferred).
- Grade 12 diploma or equivalent.
- Basic knowledge of carpentry, plumbing, electrical, and mechanical system.
- Ability to lift, move equipment, and perform physically demanding tasks (indoors and outdoors).
- WHMIS and First Aid certification are assets.
- Valid driver's license and reliable transportation.
- A commitment to teamwork and supporting a healthy school environment.

How to Apply:

Please send your resume by email and include **"Maintenance"** in the subject line.

Email: workwithus@siksikaed.com

We kindly ask that all questions be directed by email. We're not able to respond to phone inquiries at this time.

Application Deadline: **July 4, 2025**

We encourage early applications as interviews may begin before the deadline.