



Snuneymuxw

First Nation

www.snuneymuxw.ca

JOB POSTING **MAINTENANCE SUPERVISOR**

Permanent Full-Time
\$30 - \$40.50 per hour

JOB SUMMARY

The Maintenance Supervisor is responsible for leading, coordinating, and actively supervising daily maintenance operations across Snuneymuxw First Nation lands. The role ensures community infrastructure, grounds, and assets are maintained to a high standard of safety, functionality, and appearance while supporting long-term asset stewardship and regulatory compliance.

DUTIES AND RESPONSIBILITIES

1. Supervise and coordinate daily maintenance operations across Snuneymuxw First Nation lands (IR1–IR4).
2. Assign daily work tasks and ensure labour-based productivity and efficient use of resources.
3. Participate in hands-on maintenance work as required and mentor maintenance staff.
4. Oversee maintenance of grounds, drainage systems, roads, signage, lighting, waste management areas, and pressure washing activities.
5. Enforce WorksafeBC regulations and conduct daily safety meetings and site safety checks.
6. Supervise fleet inspections, equipment care, and minor equipment maintenance.
7. Observe, identify, and report infrastructure deficiencies and safety hazards to management.
8. Maintain accurate work logs, records, and operational reports.
9. Communicate regularly with the Director regarding progress, issues, and operational needs.
10. Support and participate in community clean-up initiatives and special projects.
11. Perform other tasks and duties as assigned.

REPORTING AND APPROVAL

1. Support the Director of Maintenance and Infrastructure in planning, coordination, and reporting activities.
2. Request approval from the Director prior to implementing changes to maintenance practices, schedules, or resource allocations.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- 3–5 years of experience in maintenance, construction, or public works operations.
- Demonstrated supervisory or lead-hand experience managing crews in a field-based environment.
- Working knowledge of WorksafeBC regulations and occupational health and safety practices.
- Ability to lead by example and work hands-on alongside crews when required.
- Strong organizational, communication, and problem-solving skills.
- Ability to identify infrastructure issues and prioritize corrective actions.
- Experience working with First Nations communities is considered an asset.
- Ability to work outdoors in varying weather conditions.



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MINIMUM TRAINING AND EXPERIENCE REQUIRED

- High school diploma or equivalent.
- Valid Class 5 Driver's License.
- Occupational Health and Safety training (e.g., WHMIS, First Aid, or equivalent).
- Relevant trade certification, technical training, or equivalent combination of education and practical experience required.

Physical Requirements

1. Required to perform prolonged periods of outdoor physical work, including standing, walking, bending, and operating equipment.
2. May be required to lift, carry, push, or pull materials and equipment up to a reasonable weight.
3. Required to work in varying weather conditions and uneven terrain.

Special Requirements

1. Must be able to obtain and maintain a Criminal Records Check
2. Must be able to maintain strict confidentiality in performing duties and demonstrate personal attributes of integrity, respect, trust, honesty, compassion and accountability.
3. Must be able to work effectively in a variety of settings and in a cross/cultural situation and be knowledgeable of the services available in the community.
4. Must demonstrate strong morals and ethics.
5. May be required to work additional hours to meet operational needs when necessary.
6. Must conduct themselves in a friendly, courteous, and professional manner.
7. Must show a positive and helpful attitude and demonstrate to be trustworthy, dependable, and punctual in all workplace activities.

Please submit your current resume and cover letter to:

hr@snuneymuxw.ca

APPLICATION DEADLINE: This position will be open until a suitable candidate is selected.

Applicants are encouraged to apply in a timely manner as the hiring process will commence upon receipt of qualified applicants.



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Snuneymuxw Standards

Our values will guide us towards becoming a stronger, more effective organization with a positive and mutually beneficial work environment for everyone.

Achievement	Deliver what matters Ensure clarity of direction and unity of purpose Inspire excellence and strive for outstanding results
Collaboration	Work together to build successful teams and partnerships Be open, inclusive and share knowledge See, provide and act on feedback
Community Commitment	Know our community and put them first Listen to and understand community needs Be responsive, close the loop and deliver on promises
Integrity	Own your actions, successes and mistakes Act with transparency, honesty and respect Do what you say you will do
Innovation	Look for ways to improve and create positive change Think broadly and take a wider viewpoint Be responsive to new ideas and opportunities.