MAINTENANCE WORKER

Full Time Position – Edmonton, Alberta
Closing date: November 10,2026

Native Counselling Services of Alberta's mission is to promote the resilience of the indigenous individual and family, through programs and services that are grounded in reclaiming our interconnectedness, reconciliation of relationships and self-determination.

Native Counselling Services of Alberta (NCSA) is committed to providing culturally relevant holistic support services for individuals who are addressing barriers and working toward a healthy holistic lifestyle. Our Kisnimi Ti housing program is looking for a highly motivated individual, who is dependable and working toward ensuring the safety of the dwellings occupied by individuals.

Specific responsibilities of the position include:

- To ensure NCSA transitional housing needs are met and maintained with up-to-date current building standards.
- To work on repairs for the general building on a ongoing basis to ensure this meets government standards.
- To monitor and check for safety concerns, inventory control and repairs in a timely manner.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- Demonstrated understanding of historic trauma and the impact of colonization on Indigenous people.
- Must have extensive previous experience and working knowledge pertaining to building maintenance.
- Physically fit to stand for long periods of time, doing routine manual work. Must be able to do work both indoors and outdoors with the various weather situations.
- Must adhere to government safety regulations and wear safety gear while working such as hard hats, goggles, work gloves, safety boots etc.
- Able to work efficiently as part of the team as well as work alone with superior interpersonal, communication, time management and documentation skills.
- Should be self motivated and able to work with minimum supervision with excellent time management skills.
- Must be customer focused with the ability to prioritize work on a day-to-day basis, maintain strict confidentiality.
- To understand NCSA Resiliency Model and required to incorporate it into daily practice with co-workers, management, clients and the community.
- Good working knowledge and experience using computers and information technology.
- Must have a reliable vehicle, valid Alberta driver's license with confirmation of vehicle insurance to use your vehicle as part of your employment.
- Must provide current criminal record check, child intervention checks upon hire.

Starting salary- $55,000.00 annual

Please forward your resume and cover letter to:
Marg Milicevic, Manager, Human Resources
Email: careers@ncsa.ca

Thank you for your interest in joining the NCSA team. Only candidates selected for an interview will be contacted.

We are committed to providing a workplace that is inclusive and accessible to all. Should you require accommodation during the hiring process, please contact our Human Resource team.