

Our Vision

Ch'iyáqtel (Tzeachten First Nation) remains the keepers of our traditional territories, this responsibility being passed on to us by our ancestors and exercised through sound cultural, environmental, and socio-economic stewardship.

Position Summary

Reporting directly to the Building Services Supervisor, the Building Services Worker is responsible for performing a wide range of indoor maintenance, custodial and facility support tasks at all Ch'iyáqtel owned and operated sites, including community buildings, event spaces and administrative facilities.

This is a one (1) year term position, with the possibility of extension based on operational needs and funding.

Performs all duties and responsibilities in accordance with Ch'iyáqtel policies, standards, practices, and procedures. Strong cultural sensitivity with a deep respect for Ch'iyáqtel culture, traditions language and protocols.

Key Responsibilities

General Duties

- Always follow and model safe work practices. Report any safety hazards, incidents, injuries or equipment malfunctions immediately to the Building Services Supervisor.
- Maintain a positive, respectful and professional presence as a representative of the Nation.
- Conduct routine and deep cleaning of a variety of spaces across all Ch'iyáqtel owned buildings.
- Set up rooms for community programs, meetings, and events, including moving and arranging tables, chairs, audio/visual equipment, and other supplies as required.
- Complete event tear-down by disassembling and storing furniture and equipment ensuring all spaces used are cleaned and returned to standard condition.
- Complete pre and post event setup/cleanup checklist to ensure consistency and readiness for future bookings.
- Conduct minor building maintenance, such as tightening fixtures, replacing lightbulbs or repairing furniture and equipment as needed.
- Perform basic inspections to identify areas needing repair or attention and report findings Supervisor.
- Restock cleaning products and building supplies throughout the facilities. Keep Inventory Logs.
- Monitor and maintain entryways, ensuring walkways are clean, accessible and safe, removing debris, sweeping and salting/shoveling snow when necessary.
- Ensure cleaning tools and equipment are well maintained and stored properly.
- Secure buildings after hours by locking doors, turning off lights and setting alarms as required.

Full Job Description will be provided for the successful candidate.

Qualifications, Knowledge, Skills and Abilities

- Grade 12 or equivalent and experience in janitorial or building services. Building Services Certificate an asset.
- WHMIS certification (or willing to obtain)
- Valid Class 5 Drivers license with no restrictions.
- Basic cleaning and interior maintenance skills
- Strong interpersonal and communication skills, ability to work effectively with community members, staff and facility users.
- Customer service oriented: friendly, helpful, professional and responsive.
- Ability to work both independently and collaboratively as part of a team,
- Physical ability to lift up to 30 pounds and perform tasks that involve bending, stooping, climbing and extended standing.
- Comfortable using basic tools, cleaning equipment and technology.
- Successfully Police Information Check

Working Conditions

Work is carried out in community buildings and facilities and involves regular physical activity, including lifting, carrying, bending, pushing, and prolonged standing. The position requires the safe use of cleaning products, chemicals, and equipment. Personal protective equipment (PPE) must be used as required. The role may involve exposure to bodily fluids, waste materials, and varying indoor environmental conditions. Flexibility to work evenings, weekends, and shift work is required.

Application Deadline: Open until filled

Salary Range: \$20.60

Candidates will be screened according to the qualifications, knowledge, abilities, and skills required above. Interested candidates are required to submit a resume and to indicate the job title position above on their covering letter in confidence to:

Ch'íyáqtel (Tzeachten First Nation)

Attention: Travis Swanberg

#100 - 45855 Promontory Road

Chilliwack, BC V2R 0H3

Email: careers@tzeachten.ca

Fax: 604-858-3382

We encourage candidates to self-identity as First Nations, Inuit, or Metis in their application. We regret that we will only contact the applicants chosen for an interview. We thank all applicants for their interest in working for Ch'íyáqtel.