



KISPIOX BAND COUNCIL

COMP. 25, SITE K, R.R. #1, HAZELTON, B.C. V0J 1Y0
Phone (250) 842-5248 or (250) 842-5249 Fax (250) 842-5604

The Kispiox Band Council is presently accepting applications for the position of:

Camp Ground Attendant

The attendant is responsible for the overseeing the Halliday Ranch and the Kispiox Point Camp Grounds. The campground attendant must be able to work independently, as to upkeep of the camp grounds, minor maintenance, cleaning of cabins (4), ensure supply of firewood, collect site fees, keep track of check in / check out.

GENERAL DUTIES/RESPONSIBILITIES:

Camp Ground attendant - Halliday Ranch and Kispiox Point: ensure fees are collected on timely manner, cut grass with Lawn mower and weed Wacker, use of other power tools. Ensure the facilities are maintained, Notify Management of any major repairs that need immediate attention, Clean and maintain sites, supply wood, Work with Minimal Supervision,

Education: Grade 12 or equivalent experience an asset

Weight Handling: Up to 23 kg (50 lbs)

Work Setting: Recreational facility/camp grounds - Halliday Ranch and Kispiox Point

Type of equipment: Lawnmower, power tools, hand tools

Required: Drivers abstract, and criminal record check, Reliable vehicle, valid driver's licence

Work Conditions: outdoors, remote, Seasonal employment, Wild Life

Administrative and Coordination Skills: ensure timely camping fee collection, analyze repairs that are needed and completed in timely manner

Other duties: Clean and disinfect bathrooms and fixtures; Sweep, mop, Empty trash cans and other waste containers

Personal Suitability

Initiative; Effective interpersonal skills; Flexibility; Team player; Excellent oral communication; Excellent written communication; Client focus; Dependability; Judgement; Reliability; Organized

Hours: 3 - 5 hours per day, 5 days per week > 4 hours during weekends (2 hours Sat & Sun)

The successful applicant must successfully complete a three (3) month probationary period. Only those selected for an interview will be contacted.

Resumes showing education, training and related work experience with (3) three work related references and a Criminal record check. Resumes will be accepted until August 3rd 2017, 4:00 pm, Drop off resume' at Kispiox Band office or email to BandManager@kispioxband.ca