



AOPFN EMPLOYMENT OPPORTUNITY

Home Maintenance Worker

Department: Tennisco Manor

Supervisor: Home Care Supervisor

\$22.39/hour - 1 yr Fixed Term - Possibility of Permanency

Deadline to Apply: Oct 23, 2026 at 4:00 p.m.

The Home Maintenance Worker provides practical home maintenance and safety support to clients to help them maintain a safe, clean, and independent living environment. Responsibilities include performing heavy housekeeping and general home maintenance tasks, seasonal outdoor maintenance, identifying potential health and safety risks, and monitoring client well-being during emergencies such as hydro outages or severe weather. The Home Maintenance Worker also assesses maintenance needs that fall outside the scope of the program and assists clients in accessing appropriate contracted services when requested. Working collaboratively as part of a multidisciplinary team, the Home Maintenance Worker supports the overall health, safety, and quality of life of clients.

DUTIES AND RESPONSIBILITIES:

1. In Home Maintenance:

- Moving furniture, washing walls and ceilings, assist with storage, washing windows, cleans cupboards, cleans ovens, minor painting, water and tend to plants, empty trash cans and other waste containers, assist with recycling and contact tradespersons for major repairs etc.
- Informs clients of home maintenance supplies and equipment required to complete tasks.
- Determines tasks that require services for maintenance that is out of scope of work and assist clients to secure contracting resources if client requests.
- Maintains friendly visiting when tasks are being completed.
- Does checks on clients during power outages, storms, or other community events.

2. Outdoor Maintenance:

- Annual yard maintenance, cutting grass, snow removal from walkways and doorways, raking, shoveling, outdoor painting, window cleaning, light brushing, and all other work to maintain yard and exterior of home.
- Will carry firewood into the client's residence.
- Water and tend to plants, empty trash cans and other waste containers, assist with recycling.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- High school diploma or equivalent.
- Minimum one (1) year of experience in general maintenance, janitorial services, landscaping, construction, or a related field.
- Ability to perform physically demanding work, including lifting, carrying, bending, kneeling, climbing, and working in various weather conditions.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Home Maintenance Worker

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
 - (Permanent EE only)
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
 - (Conditions Apply)
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
 - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.