1 RIVERSIDE DRIVE
CHISASIBI, QUEBEC
BOX 150, JOM 1E0

(819) 855-2878
www.chisasibi.ca

CREE NATION OF CHISASIBI – JOB OPPORTUNITY

JOB OPPORTUNITY

TITLE: **Arena Maintenance Worker – Part-Time**

DEPARTMENT: **RECREATION AND LEISURE**

CORE FUNCTION: Under the supervision of the Director of Recreation & Leisure but more specifically, the direct supervision of the Arena Supervisor, the Arena Maintenance Worker is responsible for assisting the arena maintenance and cleaning staff with their duties.

DUTIES AND RESPONSIBILITES:

- Resurface and maintain (scrape and repair) ice throughout the day and during events.
- Monitor ice quality, temperature, and conditions.
- Maintain dasher boards, glass, nets, and other ice-related equipment.
- Clean dressing rooms, washrooms, hallways, spectator areas, and common spaces.
- Empty garbage and recycling bins, sweep, mop, and clean floors regularly.
- Maintain a clean and safe environment for users and visitors.
- Clean up after games, tournaments, and special events.
- Perform minor repairs when qualified to do so.
- Report major repairs, damage, or safety concerns to the supervisor.
- Check doors, locks, lighting, plumbing, heating, and ventilation to ensure systems are properly operated.
- Assist contractors or outside service providers when required.
- Operate arena maintenance equipment safely.
- Keep tools and equipment clean and properly stored.
- Check equipment regularly and report mechanical problems.
- Follow proper procedures for fuel, chemicals, and other hazardous materials

- Prepare the arena for hockey, broomball, tournaments, public skating, and community events.
- Set up and take down equipment, tables, chairs, nets, and other event materials.
- Assist organizers and recreation staff with facility requirements.
- Open and secure the facility according to the schedule.
- Complete opening and closing inspections.
- Secure the building at the end of the shift.
- Perform other related duties as may be assigned from time to time by the immediate supervisor.
- Maintain a positive, customer focused image of the Cree Nation of Chisasibi and respond to user concerns, problems, or complaints in a timely manner.
- Will represent the **Cree Nation of Chisasibi** in a polite and professional manner when dealing with community members.
- May be required to provide assistance to other departments.
- Perform any other tasks as assigned by their immediate supervisor.

EMPLOYMENT REQUIREMENTS:

- Reliable and punctual
- Safety-conscious
- Physically capable of performing maintenance duties
- Able to work independently with minimum supervision
- Good communication, organizational, and teamwork skills
- Responsible with equipment
- Able to work flexible hours – nights, weekends, and/or holidays
- Strong attention to cleanliness and detail
- Some experience in driving a Zamboni
- Relevant experience

- A valid driver's license is an asset

EMPLOYMENT CONDITIONS:

- Part-time/on contract (25 hours per week)
- Willing to work evenings, weekends, and holidays.

SALARY RANGE:

- Salary range: $20.00 per hour

For more information on the job posting, please come to the CNC Administrative building or call at (819) 855-2878 ext. 361.

Please note: when submitting your resume, please include copies of all diplomas, certificates, valid driver's license and Indian status card. All applicants must agree to perform a criminal background check.

Persons interested in this position are asked to forward their résumé/application within the prescribed deadline to the following:

Barbara Spencer
Director of Human Resources
Cree Nation of Chisasibi
P.O. Box 150
Chisasibi, Quebec
J0M 1E0

Or via email to: jobposting@chisasibi.ca

Posting Date: **November 17, 2026**
End of Posting: **November 30, 2026**

APPLICATIONS WILL NOT BE ACCEPTED AFTER 5 PM