



EMPLOYMENT OPPORTUNITY POSTING

Infrastructure Specialist

CLASSIFICATION: Full Time – Permanent
SALARY: Commensurate with qualifications and experience
LOCATION: Ogemawahj Tribal Council Office, Rama, Ontario
DEADLINE TO APPLY: Friday, October 23, 2020 at 2:00pm

The Ogemawahj Tribal Council (OTC), consisting of the Chippewas of Beausoleil, Chippewas of Georgina Island, Chippewas of Rama, Mississaugas of Alderville, Mississaugas of Scugog Island and the Pottawatomi of Moose Deer Point First Nations, supports the overall goals and objectives of all of its member First Nations in the development and facilitation of a superior service delivery organization. In keeping with this mandate, a self-starting, highly motivated individual is required to assume the responsibilities of Infrastructure Specialist.

Working under the guidance and direction of the OTC Engineer and Executive Director, The Infrastructure Specialist will be responsible for managing and providing enhanced technical services including: housing inspections and plans reviews, advisory services for Minor Capital planning and budgeting, non-professional aspects of Major Capital projects and various Operation & Maintenance related duties including Integrated Capital Management System (ICMS) reporting and the planning and development of an Asset Management Program, as well as provide advice regarding the utilization of training resources.

MINIMUM QUALIFICATIONS:

- College diploma in civil engineering, architecture or other related specialty with 5 years experience is required; must have familiarity and practical experience with National and Ontario Building Codes; Must be certified to perform building code inspections from a recognized professional industry organization
- Three (3) years work experience in the construction industry is required;
- Must have experience working with First Nation Government, First Nation Communities and other levels of Government. A keen appreciation of OTC First Nation Cultures and community aspirations is required.
- Must have proven well-developed communication, staff/public relations and negotiating experience; must be highly self-motivated and able to work independently or as a team.
- Must have excellent computer skills, proven experience with word processing, spreadsheet, database, and AutoCad or related technical software.
- Demonstrated experience and ability in policy, planning and program development and implementation.
- Must be insurable.
- Must have valid Ontario Driver's License, and/or access to reliable transportation and must be able to acquire public liability insurance.
- For new employees only: Criminal Reference check relevant to the position and Current Medical confirming fitness to fulfill duties outlined in Job Description.
- Must have proven experience working with First Nation Government, First Nation communities and other levels of Government. A keen appreciation of First Nation culture and community aspirations is required.
- Must have proven well-developed communication, staff/public relations; must be highly self-motivated and able to work well independently or as a team member.
- Must have valid Ontario Driver's License, \$2 million public liability insurance and access to reliable transportation.

KNOWLEDGE AND SKILLS:

- Must have inspection; operation and maintenance; contracting/tendering processes and implementation skills;
- Must possess excellent project management skills and must be able to establish and effectively achieve measurable objectives within directed work plans; must be capable of performing and working within a 'multi-task' environment;
- Excellent knowledge of federal and provincial legislation and policies that affect First Nation government, and a sound knowledge of contemporary public sector operating systems and procedures are required;
- Experience with theory and practices in operation and maintenance of community buildings, water and sewer systems, health & safety concerns, environmental requirements, landfills, roads and other community infrastructure;
- Must be innovative and decisive with high-level organizational, managerial, research and analytical skills;
- Must demonstrate the ability to work with a high level of tact and discretion;
- Surveying skills would be an asset.

PLEASE SEND APPLICATIONS TO:

**Ogemawahj Tribal Council,
Attention: Mary King, Executive Director
5984 Rama Road
Rama, ON L3V 6H6
Or via email to:
mmccue-king@ogemawahj.on.ca
For more info, please call: (705) 329-2511**

Candidates must provide a detailed resume, cover letter and three references by the deadline. Please mark on the envelope "Infrastructure Specialist" Only those selected for an interview will be notified. **Full job description available upon request.** Late applications will not be considered.