**** The MISSISSAUGAS OF THE CREDIT FIRST NATION

is accepting applications for the full-time, permanent position of

“Community Centre Caretaker”

Closing Date: July 17, 2025, at 12:00pm

Job Summary:

To administer the caretaking and rentals of the Mississaugas of the Credit (MCFN) Community Centre by:

* Ensuring the building and grounds are kept clean and operating at a safe standard;
* Maintaining the buildings, grounds cleanliness and appliances in accordance with the standards set by MCFN and manufacturing manuals;
* Ensure the cleanliness and set-up and disassemble of the centre for the purpose of the rentals.

**Qualifications**

**Education and Experience**

* A minimum Grade 12 education, or equivalent.
* Relevant workplace safety training.
* Certified in WHMIS (Workplace Hazardous Materials Information System), or willingness to obtain.
* First aid and CPR certification, or willingness to obtain.

**Knowledge**

* Knowledge of all equipment needed to complete the necessary cleaning such as: shop vacs, changing of accessories, changing from dry vac to wet vac, cleaning the filter.
* Knowledge of the proper handling & storage of chemicals used in cleaning and maintenance.

**Skills/Abilities**

* Ability to lift heavy objects up to 50 lbs. The successful applicant will be required, at the applicant’s expense, to obtain a doctor’s certification on his/her ability to be able to repetitively lift (up to 50 lbs), bend & twist.
* Ability to use applicable computers/computer software, including Microsoft Word and Excel.
* Willingness to complete job-related training as required, including workplace safety training, emergency response, safe food handlers, etc…
* Ability to deal with the public in a professional manner.

Other Requirements

* A criminal reference check that includes a vulnerable sector check
* Safe Food Handler’s certification.
* Must be willing to work flexible hours, including evenings and weekends.

Please submit your cover letter, resume, proof of educational qualifications and 3 references to:

The Mississaugas of the Credit First Nation

**Attention: Personnel Committee**

2789 Mississauga Road

Hagersville, ON

N0A 1H0

Applications will also be accepted by fax at 905-768-1225 or via email at the address listed below.

A detailed job description is available at the Administration Building or by email at [HR.Clerk@mncfn.ca](mailto:HR.Clerk@mncfn.ca)

Preference will be given to Indigenous applicant. Self-identification is encouraged.

**Miigwech to all who apply, only those candidates selected for an interview will be contacted.**