

VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation

HUMAN RESOURCES DEPARTMENT



P.O. Box 94,
Old Crow, Yukon
Y0B 1N0

Phone: (867)966-3261
Fax: (867)966-3800
Web: www.vgfn.ca

EMPLOYMENT OPPORTUNITY

Fuel Delivery Driver

Reporting to the Purchasing & Warehousing Supervisor this position is responsible for delivering heating fuel on a seasonal basis.

THE JOB:

- Delivering heating fuel to Vuntut Gwitchin Government buildings, RCMP, Yukon Housing, and other public buildings and businesses as directed.
- Delivering heating fuel to residential units as ordered by homeowners who have pre-paid for fuel at the grocery store.
- Recording the meter count from the delivery truck before filling each fuel tank
- Submitting pre-paid fuel receipts to the Government Services office on a daily basis
- Ensuring delivery slips are signed by Elders after their fuel tanks are filled under the Elder winter fuel program and submitting slips to the Government Services office
- Assisting with fuel haul to replenish main storage tanks
- Notifies supervisor when fuel truck needs repairing

THE CANDIDATE:

- A valid class 3 license with airbrakes
- WHMIS certificate
- Transportation of Dangerous Goods certificate
- Ability to drive a five ton vehicle
- Ability to follow directions
- Ability to work with minimal supervision
- Good interpersonal and communications skills
- Ability to assume responsibility and meet deadlines
- Ability to lift and carry heavy items

Pay Range: \$31.03 per hour

This is a part-time position based on 30 hours bi-weekly. (3 hours per day).

Closing Date: January 30, 2018 at 4:00 PM

Please submit resumes that include job experience related to position to:

Malinda Bruce
Human Resources Manager
Vuntut Gwitchin Government
Box 94, Old Crow, YT Y0B 1N0
Phone: (867) 966-3261 ext. 256
Fax: (867) 966-3800
Email: hrd@vgfn.net

While qualified VGFN citizens will be given preference, all interested and qualified individuals are encouraged to apply.

Posted: January 16, 2018