



VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation

EXECUTIVE OFFICE

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Old Crow, Yukon
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EMPLOYMENT OPPORTUNITY:

DIRECTOR, GOVERNMENT SERVICES

(1 year term position)

THE JOB

This key senior management position is responsible for directing Government Services activities that include construction and renovation projects, building operations and maintenance, managing landlord and tenant relationships, and community infrastructure planning and operations. Supervising a variety of positions in the Government Services department, this position will direct the provision of day-to-day government services to the community and implement construction and capital projects, while also ensuring that strategic goals, work plans, policies & procedures are developed, implemented and evaluated on an ongoing basis.

THE CANDIDATE

The ideal candidate will have a relevant certificate or diploma in Civil Engineering, building technology, business management, project and property management or the equivalent in training and experience. The incumbent will have a broad knowledge of First Nations Government systems and an awareness of housing issues affecting First Nation people both locally and nationally. Knowledge of building construction codes and regulations, WCB regulations, and Labour Law is also a must. Candidates should also possess very strong communication, interpersonal and time management skills, as well as have extensive financial management experience.

A detailed job description is available: <http://www.vgfn.ca/employment>

SALARY RANGE: \$33.87- \$44.03 (65 Hours bi-weekly) Plus benefits package.

CLOSING DATE: Ongoing

SUBMIT RESUME TO:

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