



# huu ay aht

ANCIENT SPIRIT, MODERN MIND

## Job Posting

**Position:** Building Service Worker

**Permanent Position:** Full-time, including evenings and weekends.

**Location:** Variable between Huu-ay-aht locations in Bamfield, BC

**Wage:** \$22 per hour

### Key Accountability:

- Maintaining the cleanliness of House of Huu-ay-aht facilities and equipment

### Job Duties:

- Daily sanitizing all public surfaces i.e. Door handles, counters, bathrooms, tables, and chairs.
- Keeps kitchen area sanitized and clean.
- Keeps the floors and walkways swept and mopped.
- Sanitizes bathrooms, refills paper and hygiene products.
- Refilling soap dispensers
- Gathers and disposes of garbage, washes dishes, keeps appliances clean, dusts and cleans light fixtures
- Keeps inventory of cleaning supplies.
- Cleaning the company commuter vehicles, bringing vehicles for fuel and or repair shops.
- All other duties as assigned by your supervisor or director.

### Operational Requirements:

- Willingness and ability to work after hours in the evenings and weekends, as required.
- Successful background checks, including employment verification and reference checks.
- Must have a Valid B.C. Driver's License

### Education and Experience Requirements:

- Previous janitorial experience or Building Service Worker 1 or 2 an asset or willing to acquire.
- Good organizational skills.
- good communication skills with co-workers, citizens, and the general public.
- Must be reliable, diligent, and accountable for time and actions on the job.
- Demonstrated ability and experience in upholding the HFN organizational Values: *Professionalism, Respect, Health, Effective Communication, Trust, Support.*
- Strong work ethic and reliability is a must.
- Good organizational skills.

### PERSONAL ATTRIBUTES:

- **ʔiisaak / Greater Respect.** Personal and collective respect for the community and its people, traditional knowledge, the natural world, the metaphysical world and other peoples and communities. Working in a manner that reflects a commitment to client service excellence and actively contributing to workplace well-being and a safe, healthy, and respectful workplace.
- **ʔuuʔaʔuk / Taking Care Of.** This is about caring for present and future generations and the resources the land, water, and the natural world provides. Working on pursuing organizational efficiencies, demonstrating an appreciation of the importance of resources, including the willingness to adopt new and more efficient working methods.
- **Hišuk ma ćawak / Everything is One.** A notion of the interconnected, interdependent, and reciprocal relationship between the people, the land, and the wider world(s) in a physical, spiritual and social sense. Listening actively to the views of others, respecting, considering, and incorporating them. Working collaboratively and relating effectively to others and embracing and valuing diversity.

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted. Please email your covering letter & resume to [HR@huuayaht.org](mailto:HR@huuayaht.org) by fax 250-728-1222. Please quote Building Service Worker Job Posting. Closing date for this position is April 2, 2024, 2023, at 4:00 p.m.



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**Vision** - *Huu-ay-aht envisions a strong, self-governing and self-reliant Nation. ?lisaak, hišuk ma cawak and ?uu?atuk guide us as we work together to foster a safe, healthy and sustainable Nation; where our culture, language, spirituality and economy flourish.*

**Mission** - *Pursuing self-reliance through economic opportunities, empowering and supporting citizens, stewardship of Hahuu?i, and revitalizing language and culture for all Huu-ay-aht.*

## HUU-AY-AHT FIRST NATIONS VALUES

### PROFESSIONALISM

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

### RESPECT

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and don't judge
- Basic Etiquette – remember the common courtesies; kindness & compassion
- lisaak
- Observe protocol and ceremony

### HEALTH

- A healthy body, mind and soul through proper diet, sleep and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh
- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

### EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

### TRUST

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, don't harbor them – clear the air

- Spend more time focusing on what you are supposed to be doing, and less time on what others are or aren't doing
- Be happy and enjoy your work life

**SUPPORT**

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Don't gossip; stop gossip when it occurs
- Clarify and seek feedback from each other
  - other