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**P.O. Box 250
PARRY SOUND, ONTARIO
P2A 2X4**

**PHONE:
(705) 746-2531
FAX:
(705) 746-5984**

**CHIEF
Warren Tabobandung**

**CHIEF COUNCILLOR
Brent Tabobandung**

**COUNCILLORS
Craig Brown
Joel King
Vincent Chechock
Chance Pedoniquotte-King**

Wasauksing First Nation Job Description

PROGRAM AREA: Public Works Department
POSITION TITLE: Bridge Tender Trainees
REPORTING PROTOCOL: Reports Directly to Bridge Supervisor

POSITION SUMMARY:

The Bridge Tender Trainee is a 35-week permanent seasonal position. The 'trainee' is responsible for the safe operation (while under the supervision of the Bridge Tenders) and maintaining the Wasauksing Swing Bridge and grounds. The Bridge crew work rotating shifts seven days a week from 6:00 a.m. to 2:00 p.m. and from 2:00 p.m. to 10:00 p.m. throughout the navigational season (generally from April to mid-December).

RESPONSIBILITY:

The Bridge Tender Trainee reports to the Bridge Supervisor or the Director of Public Works when the Bridge Supervisor is unavailable.

DUTIES:

- Operate the swinging of the bridge as required (initially under the supervision of the Bridge Tenders);
- Perform routine maintenance on the bridge according to the "Bridge Maintenance Schedule", and report on items completed via Contract EQ754-211974/001/PWL requirements;
- Be prepared to be on call to respond to any bridge emergency such as power failures, mechanical breakdown;
- Maintain a Navigational Log of boats passing through the channel, a wind speed log, and an Occurrence Log of emergencies and other incidents regarding the operation or use of the bridge by pedestrian or vehicular traffic. Input all data into Microsoft excel;
- Maintain the grounds around the bridge facilities and office, picking up debris and trash, filling potholes in road surface, mowing the grass and removing snow, etc.;
- Monitor and report problems before they become a crisis or cause serious damage or expensive repair;
- Attend monthly staff meeting (on a rotating basis with other Bridge Crew members);
- Maintain regular reports as required by the immediate Supervisor and/or the Director of Public Works;



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- Practise workplace safety at all times;
- Performs other duties/tasks related to the bridge as assigned by the immediate Supervisor and/or Director of Public Works;

QUALIFICATIONS:

- Ontario Secondary School Diploma (Grade 12) or acceptable equivalent in education and experience;
- Knowledge of basic mechanics;
- General knowledge of maintenance equipment;
- Initiative to monitor and foresee problems before they become a crisis that could cause serious damage or require expensive repairs;
- Ability to speak Ojibway is an asset;
- General knowledge of community services, customs and traditions;

SALARY AND CLASSIFICATION:

Rate of pay will be determined by experience and qualifications.

Along with your resume, please include a cover letter and three letters of reference and a contact number. Applicants can drop off their application packages at the Wasauksing First Nation Administration reception. Please ensure that your envelope is time and date stamped by the receptionist.

APPLICATION MUST BE SUBMITTED NO LATER THAN Friday, March 12, 2021 at 3:00 p.m.

If you have any questions, please contact Ryan Tabobondung, Director of Public Works at 705-746-2531, Ext 2256.

We thank all applicants and advise that only those selected for an interview will be contacted.