



PROFESSIONAL EMPLOYMENT OPPORTUNITY

AWASIS AGENCY OF NORTHERN MANITOBA
UNIT/OFFICE: Tadoule Lake (Sayisi Dene) Sub-Office
LOCATION: Tadoule Lake, MB

Position: Security Officer/Custodian
One (1) Part-Time Permanent Position/*Weekends (Friday & Saturday)*

Summary of Position:

Reporting to the Unit Supervisor, the Security Officer/Custodian is responsible to maintain a safe and secure environment for staff and clients by patrolling and monitoring the premises and personnel and provide office maintenance and custodial services for the Unit. The incumbent is expected to exercise initiative and independent judgement in determining work priorities, work methods to be employed, and action to be taken on unusual matters.

Qualifications:

- Minimum of 1 year experience in related field.
- A combination of education and experience in a similar work setting can be considered.
- Ability to adhere to confidentiality when working around sensitive information.
- Analytical problem solving skills.
- Must have good verbal and written communication skills.

Working Conditions:

- Fast-paced, community-based, multi-disciplinary child welfare environment.
- Satisfactory Criminal Record, Child Abuse Registry, Prior Contact checks as well as a Drivers' Abstract required prior to starting the position and throughout employment as required.
- Maintain confidentiality.
- Work with minimal supervision.
- Maintain a valid driver's license and have access to a vehicle, preferred.

Salary: Awasis Agency offers a competitive salary and employee benefit package. Salary will commensurate with education and experience.

Closing Date: Friday, April 5, 2024

Awasis Agency provides service to Indigenous children and families, therefore preference will be given to Indigenous applicants. **Applicants are encouraged to self-identify.** Individuals interested in this challenging opportunity please reference **Competition Number 2024-027 on your resume/cover letter and in the subject line of your email** in confidence to:

Human Resources Department
Awasis Agency of Northern Manitoba
Competition #2024-027
315 McGee Street
Winnipeg, MB R3G 1M7
Fax: (204) 790-4455
Email: hr@awasisagency.ca

We thank all applicants who apply, however, only those selected for an interview will be contacted.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.