

## WAABIGONII ZAAGA'IGAN

Wabigoon Lake Ojibway Nation  
Site 115, P.O Box 300, RR1  
Dryden, ON P8N 2Y4  
P: (807)938-6684  
F: (807)938-1166



## CALL FOR APPLICATIONS CASUAL LABOUR POOL

**FT/PT Position:** Casual, On-Call, and Short-term  
**Location:** Wabigoon Lake Ojibway Nation, ON  
**Reports To:** departmental Manager (depending on position)  
**Closing Date:** open

**Summary:** The casual labour pool is to provide casual relief workers for the various work areas throughout Wabigoon Lake Ojibway Nation. The casual labour pool would consist of vetted, pre-qualified, and trained people to be called upon to fulfil casual, on-call, and short-term employment opportunities. The casual labour pool workers will report to the area Supervisor for the position they are fulfilling.

Wabigoon Lake Ojibway Nation is looking for individuals with experience in the following employment fields: clerical support, reception, construction and maintenance, environmental, and public works.

### Duties:

Work tasks would vary as per the work area and detailed duties will be identified based on position. Experience in the following areas is being requested:

- Administration
- Clerical
- Janitorial
- Public Works
- General Labourer
- Construction
- Trades (plumbing, electric. Etc.)
- Equipment Operators
- Miscellaneous jobs

### Qualifications:

Assessment of individual qualifications will also be done based on application information. Specific qualifications will be identified based on position. General qualifications include:

- Excellent interpersonal and communication skills, both verbal and written.
- Knowledge of computers and software applications such as Microsoft Office as asset.
- Must be willing and able to maintain confidentiality and abide by workplace policies.
- Knowledge of Aboriginal culture, traditions, and way of life.
- Be dependable, reliable, and punctual.
- Willing and able to pass mandatory pre-employment drug testing.

**Applications can be picked up at the Wabigoon Lake Ojibway Nation Band Office from Monday to Friday between the hours of 9:00 a.m. and 4:00 p.m.**

Applications can be submitted by mail, fax, e-mail, or in person to:

Wabigoon Lake Ojibway Nation Band Office  
Attention: Human Resources  
RR#1, Site 115, P.O Box 300  
Dryden, ON P8N 2Y4  
T: (807) 938-6684  
F: (807) 938-1166  
E-mail: [humanresources@wlon.ca](mailto:humanresources@wlon.ca)