



HOMEMAKER

Employment Opportunity

Position Title:	HOMEMAKER
Reports To:	SOCIAL DEVELOPMENT DIRECTOR
Hours:	10 - 35 hours per week
Wage:	\$18.25 - \$22.00 per hour <i>(starting wage commensurate with experience)</i>
Status:	Part time/Full-time Client Dependant Permanent
Start Date:	ASAP
Location:	Burns Lake, BC

At Lake Babine Nation, we believe that through good governance, we will ensure all members have a healthy, traditional, and prosperous future. Our commitment to respect, honesty, tradition, and health and wellness helps enable a strong community and brings a rich culture to Lake Babine Nation as a workplace. Our commitment to excellence creates the opportunity for an empowering and rewarding career with the Nation.

JOB SUMMARY

The Homemaker is responsible for ensuring the cleanliness of client homes, as assigned by Lake Babine Nation Social Development department. Work co-operatively with members of the Social Development.

OVERVIEW OF DUTIES & RESPONSIBILITIES

- Perform routine house cleaning (dusting, vacuuming, mopping floors etc)
- Clean and sanitize kitchen surfaces and washrooms
- Manage laundry, including washing, drying, and folding
- Change bed linens and make bed regularly
- Maintain and orderly, decluttered living environment
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MINIMUM REQUIRED QUALIFICATIONS

Education, Experience, Certifications, Training

- WHMIS Certificate, considered an asset

Skills & Abilities

- Organizational & time management
- Strong interpersonal skills



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- Physical fitness

Position-Specific Competencies

- Initiative: self-starter; takes responsibility for own time and effectiveness. Takes the first step to identify and address existing or potential obstacles, challenges, and opportunities.
- Engagement: Builds trusting relationships clients, co-workers and management,
- Cultural Sensitivity: Respects and incorporates the values and traditions of LBN into youth programming.

EMPLOYMENT REQUIREMENTS & CONDITIONS

Job Requirements

- Valid Class 5 B.C. Driver's License.
- Completion of a Criminal Records Check with satisfactory results relevant to the position.

Working Conditions

- **Physical conditions:** strenuous activity with periods of rest or light activity to avoid overstimulation and fatigue. They may have to lift, carry and manage use of cleaning devices and tools up to 20 lbs. Also, they may have to lift, carry and move household furniture up to 75 lbs. They may have to work odd hours at a time to complete special requests or projects.
- **Environmental Conditions:** The Clientele's residence is a private area. The Homemaker may be involved with a number of cleaning tasks at one time, and they may be interrupted frequently to meet the needs and requests of certain areas from the client. The Homemaker may find the environment to be busy and repetitive and will need excellent organizational, time and stress management skills to complete the required tasks.
- **Sensory Demands:** The incumbent must spend long hours in intense concentration. The Homemaker will also deal with scented, strong cleaning products and also touch various cleaning products and devices.
- Hours of work varies per client could be 10 to 35 hours per week
- Psychological health and safety (may encounter potentially stressful situations), There may be various tasks that either be repetitive or added which may cause significant stress or tediousness. The incumbent must also deal with a wide variety of in-house personal

Complete the application and email it with your cover letter and resume to HR:

Attention: Human Resources

Email: hr@lakebabine.com

Candidates will be contacted for an interview.