



CONSTANCE LAKE FIRST NATION
37 Wawaskashoo St - PO Box 4000
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Employment Opportunity

Position	Housing & Maintenance Supervisor
Competition #	HMSU-09-2025
Salary Range	70,900 -90,920
Location	Constance Lake First Nation
Posted	September 11, 2025
Closed	Open until filled

POSITION SUMMARY:

Constance Lake First Nation is committed to providing safe, sustainable, and high-quality housing for our community members. We are seeking a dedicated and knowledgeable **Housing & Maintenance Supervisor** to oversee housing renovations, manage maintenance projects, and work closely with our Capital Works Manager on housing-related planning and development. This role is ideal for someone with strong project management skills, knowledge of building codes, and experience working in First Nation or northern communities.

PREFERRED QUALIFICATIONS

- Diploma or degree in Construction Management, Civil Engineering, Architecture, or related field (preferred).
- Red Seal trade certification (carpentry, plumbing, electrical) or equivalent experience an asset.
- Minimum 3–5 years’ supervisory or project management experience in housing, maintenance, or construction.
- Strong knowledge of Ontario Building Code, National Building Code, and CMHC housing standards.
- Proven experience with contractor bidding, tendering, and managing scopes of work.
- Strong leadership, communication, and organizational skills.
- Experience working in First Nation housing or Indigenous communities is a strong asset.
- Valid Ontario driver’s license and reliable vehicle required.

DUTIES AND RESPONSIBILITIES:

- Oversee day-to-day maintenance and repairs for community housing units and buildings.
- Ensure compliance with the Ontario Building Code, National Building Code of Canada, CMHC standards, and First Nation housing policies.
- Conduct housing inspections and maintain records of inventories, maintenance schedules, and repair histories.
- Develop project scopes of work, issue tenders/RFPs, and evaluate contractor bids.
- Supervise contractors and trades to ensure work is completed on time, within budget, and to quality standards.
- Collaborate with the Capital Works Manager to align housing priorities with capital construction planning and development.
- Prepare cost estimates, budgets, and reports for housing projects.

To apply: Submit cover letter and resume, quoting competition #HMSU-09-2025 via:

Email: resumes@clfn.on.ca
In person: 37 Wawaskashoo St. Constance Lake First Nation Band Office

Only those selected for an interview will be contacted.