



Hospitality Services Attendant

Wage:	Starting at \$225 per day
Benefits:	Paid sick days for yourself and family, 3 weeks of vacation, comprehensive benefits package, 5.5% employer matched pension
Hours:	Full-Time, 15 days on – 6 days off rotation (Flexible to accommodate employee needs) Ability to work up to 10-hour shifts. Flexibility required to meet the needs of the Camp.
Location:	Fort Ware, or willingness to travel to community

About Us

Kwadacha Nation (Tsek'ene) is commonly known as Fort Ware and is located approximately 570 km north of Prince George, at the confluence of the Fox, Kwadacha, and Finlay rivers in the Rocky Mountain Trench. Kwadacha Nation strives to maintain a balance of resources and the needs of our people for current and future generations as taught by our ancestors. Our vision is that Kwadacha Dune are healthy, prosperous, self-sufficient, and protectors of khuta khudowa uwidlah (everything the creator gave us).

Responsibilities

Reporting to the Director of Accommodations and Hospitality, the Hospitality Services Attendant will be responsible for overseeing all aspects of the camp on a day-to-day basis, including accommodation management, housekeeping, inventory, and administrative tasks as required at the Finley River Inn camp.

- Oversee Finley River Inn Operations, in partnership with the Manager and the Director.
- Perform housekeeping duties to maintain the cleanliness of rooms, kitchen, hallways, recreation, laundry, and all other surfaces.
- Clean and tidy rooms including making beds, striping beds, wiping down and sanitizing rooms, sweeping, and mopping.
- Maintain inventory and records of food, supplies, and equipment.
- Clean up after all meal service, including wiping tables, and counters and washing all dishes.
- Arrange items neatly on shelves or in designated areas within fridge to maximize space.
- Manage the coffee station and ensure coffee is filled.
- Plan for disposal of garbage and recycling to designated areas.
- Report to the Manager or Director regarding all food and equipment-related concerns and issues.

Qualifications

- Minimum two (2) years' experience as a housekeeper or similar role
- Clear Criminal Record Check and Vulnerable Sector Search
- Valid Class 5 BC Driver's License, and willingness to travel to Fort Ware

To Apply: Send a resume to

Rodney Mansbridge
Director of Accommodations and Hospitality
RMansbridge@kwadacha.com

OR

Chelsie Nanez
Coordinator of People Services
Cnanez@kwadacha.com

In accordance with Section 41 of the BC Human Rights Code and Section 15 of the Canadian Charter of Rights and Freedoms, preference may be given to qualified candidates with Aboriginal Ancestry.