



PAYUKOTAYNO

James and Hudson Bay Family Services

HEAD OFFICE:

FINANCE

48 Jaban Street. P.O Box 209

MOOSE FACTORY, Ontario P0L 1W0

1(705)658-4471 Fax # 1(705)658-4491

ADMINISTRATION:

50 Bay Road. P.O Box 189

MOOSONEE, Ontario P0L 1Y0

1(705)336-2229 Fax # 1(705)336-2492

1-866-615-1681

****** EMPLOYMENT OPPORTUNITY******

INTERNAL/EXTERNAL

POSITION:

FRONTLINE SUPPORT WORKER

CLASSIFICATION/LOCATION:

CONTRACT – UNTIL FEBRUARY 2018

POSITION RESPONSIBILITIES:

The Frontline Support Worker will assist workers in the area of service delivery. He/She will assist in the supervision of children in care to attend appointments or family visits. He/She will be required to complete documentation and assist in the filing and maintenance of files. Other duties may be assigned as required from time to time.

QUALIFICATIONS:

Experience working with high risk/special needs children;

Possess excellent communication skills;

Ability to speak Cree considered an asset

Must be willing to travel, drive on highways/in cities and to work flexible hours;

First Aid Certification considered an asset;

Ability to provide a clear vulnerable sector CPIC check

Possess a valid Driver's License with a clear driving record is mandatory;

SALARY RANGE:

\$20.60- \$24.02/ Hour plus 4% Vacation pay

CLOSING DATE:

Friday, December 8, 2017 at 4:30 p.m.

SUBMIT RESUME, THREE (3) WORK REFERENCES, QUOTING COMPETITION # 112-17 TO:

Director of Human Resources

Payukotayno: James & Hudson Bay Family Services

P.O. Box 189 Moosonee, ON P0L 1Y0

Fax: (705)336-3063

E-mail: hr@payukotayno.ca

ONLY CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

Please note that preference may be given to qualified Cree Speaking applicants in our hiring process.

We are an equal opportunity Employer. If you require a disability related accommodation in order to participate in the recruitment process, please contact the Human Resources Department.

Clinical Unit
P.O Box 189
Moosonee, ON.

P0L 1Y0
Ph: #705-336-0058
Fx: #705-336-0062

Niska Way Office
P.O Box 209
Moose Factory,
ON.

P0L 1W0
Ph: #705-658-2701
Fx: #705-658-2702

Fort Albany Office
P.O Box 123
Fort Albany, ON.

P0L 1H0
Ph: #705-278-4856
Fx: #705-278-4854

Kashechewan Office
P.O Box 241
Kashechewan, ON.

P0L 1S0
Ph: #705-275-4535
Fx: #705-275-1155

Attawapiskat Office
Gen. Del.
Attawapiskat, ON.

P0L 1A0
Ph: #705-997-2271
Fx: #705-997-2299

Peawanuck Office
P.O Box 64
Peawanuck, ON.

P0L 2H0
Ph: #705-473-2663
Fx: #705-473-2664