



# Lac La Ronge Indian Band

## EMPLOYMENT OPPORTUNITY

### OPEN COMPETITION

The Lac La Ronge Indian Band's Education Department is now accepting applications for the following **full time** positions:

### One (1) position – Night Watchman Sally Ross School Hall Lake One (1) position – Night Watchman Bell's Point Elementary School

**The suitable candidates will be able to perform the following duties:**

- Guard the property against fire, suspicious behaviour, theft, vandalism and forced entry;
- Patrol building, grounds and work site as specified by employer;
- Observes or examine doors, windows and gates to ensure they are properly secured;
- Watch for and report irregularities to Security supervisor and other agencies (RCMP or Fire Department);
- Work independently with minimal supervision;
- Prepare incident reports and daily log.
- Provide written and verbal reports with attention to factual details;
- Other duties of a similar nature as may be assigned from time to time.

**The suitable candidates will possess the following qualifications:**

- Security Guard Certification is preferred;
- Ability to deal with the public in a respectful, assertive manner;
- Be willing to work assigned flexible hours (including evenings and weekends);
- Must be able to pass RCMP Security Clearance;
- Must have a valid driver's license.
- Able to provide satisfactory driver's abstract.
- Valid driver's license and access to a reliable vehicle are preferred;
- Ability to maintain confidentiality is essential;
- Punctual, honest & reliable.
- Ability to speak Cree is an asset.

**Deadline for applications: October 25, 2017**

To apply, please submit a **cover letter** and **resume** including **three (3) references (excluding Chief and Councilors)**, **one from your most recent/current employer**, to the following:

Human Resource Office,  
Lac La Ronge Indian Band  
Box 480  
La Ronge, SK. S0J 1L0

Phone: (306) 425-2183  
Fax: (306) 425-2170  
E-mail: ([hinfo@llrib.ca](mailto:hinfo@llrib.ca))

**\*\*Note: Your references MUST be people who you reported to and had direct supervisory authority over you. In the cover letter, please indicate permission to contact references\*\***

**For further information, please call Rizwan Ahmed, Director of Support Services at 306-425-2183.**  
*LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted. The successful candidate will be required to undergo a criminal record and vulnerable sector record check.*