



Samson Cree Nation Employment Opportunity

Position: Housing Inspector/Journeyman Carpenter

Department: Residential Development

Summary of Duties:

Under the direction of the Residential Development Manager, the Housing Inspector/Journeyman Carpenter is responsible for the inspection of all new housing and general housing repair projects. The Inspector/Journeyman Carpenter will take direction from the Residential Development Manager, Trades Manager and C.M.H.C Coordinator, to assist in various tasks related to woodworking, construction and maintenance. They will also assist in the maintenance and repairs of residential units.

Duties and Responsibilities:

- Reports to the Residential Development Manager.
- Performs general house inspections on all housing unit projects
- Assists in the supervision of contractors who are under the new housing and general housing repair projects
- Reports on the progress of jobs, and recommended contract payments when jobs are completed on schedule
- Ensures all work is completed and deficiencies are corrected before releasing hold-back payments for contracts
- Participates in the implementation of policy specifications yearly
- Attend meetings with the manager and general manager as required
- Performs housing unit pre-inspections for submission of the report to ISC
- Performs other related duties assigned by the residential development manager, project manager and C.M.H.C. coordinator
- Must be willing to take further training
- Responsible for entering inspection reports into the computer for submission to the manager for review
- Repairs and maintains doors, floors, windows, partitions, ceilings, and exteriors of buildings, doors and window framing
- Repairs and maintains hand tools, saws, power tools; installs locks, door knobs, and other building hardware
- Builds wooden structures such as partitions, buildings, office additions, fences, scaffolding, and does sheeting and rough carpentry on the buildings
- Performs hand and bench work in carpentry workshop; operates planers, joiners, drill presses, power saws, sanders, and other woodworking machinery
- Installing cabinets, wooden flooring, siding, countertops, locks, knobs, hinges, and other fixtures to structures, which shows that installing is often followed after the process of manufacturing a structure and furnishing pieces
- Observe safety regulations, wear a helmet, and other prescribed protective uniforms
- Report promptly any problem or obstacle in the construction process to the foreman or supervisor for early resolution
- Accomplish and complete daily job accomplishment reports when required
- Cleaning equipment, shops, worksite areas, etc.
- Must be willing to lead and oversee apprentices and labourers
- Perform other related duties requested by the residential development manager, project manager, and C.M.H.C coordinator

Qualifications:

- Journeyman Certificate
- Minimum four years of construction experience in carpentry and other trade areas
- Other experience or training concerning the C.M.H.C. programs will be an asset
- Knowledge/ experience in computers and programming is an asset
- Ability to do paperwork and sketch effectively
- Must sign an Oath of Confidentiality. Required to maintain confidential information and office information
- Must have a valid Class 5 Drivers License
- Provide a Criminal Record Check and Child Intervention Check.
- May be subject to drug and alcohol test

Closing Date: June 9, 2026

Please submit resume, along with qualifying documents (ie, Driver's License, Criminal Record Check, etc.) to Samson Cree Nation Personnel Department

ALL APPLICATIONS MUST CONTAIN THE ABOVE INFORMATION OR WILL NOT BE CONSIDERED FOR AN INTERVIEW

***** ALL APPLICANTS WILL BE SCREENED*****

FOR APPLICATIONS AND FURTHER INFORMATION, PLEASE CONTACT:

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Personnel Department
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