



# Beausoleil First Nation Transportation Department

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**Date Posted:**  
**Monday May 09, 2022**

## Employment Opportunity

In accordance with the Beausoleil First Nation Policies and Procedures; the Transportation Department has identified the need to expand our current relief pool for collector of parking fees and ferry fares. The Transportation Department relief pool will be an on-call pool of individuals for term contract employment opportunities where full-time employees cannot report to work for any number of work related reasons. The Transportation Department is seeking to identify individuals for relief pool opportunities for the duration of a one-year listing. The position requires the individual to be ambassadors for our community, by directing visitors to proper parking areas, answer questions, and be knowledgeable about the community. **Preference will be given to applicants who are of Aboriginal Descent, Speak or have knowledge of the local First Nation Language and due to the evening mooring of the Vessels - must reside within the Beausoleil First Nation Community.**

**Job Title: RELIEF COLLECTOR**

### Minimum Qualifications

- Must have grade 12 or equivalent
- Must be able to perform Physical Labour.
- Must be friendly, polite and confident.
- Must be able to work shifts. 3 Days, 3 Nights, 3 Days Off (TYPICAL DAYSHIFT 7:30AM – 4:00 PM, TYPICAL NIGHTSHIFT 4:00 PM – 10:30 PM)
- Be computer literate
- Must have mathematical skills as daily tallies and remittance of generated revenue are required
- Knowledge and experience with electronic debit machines
- Knowledge of Tourism and Local History, areas of interest
- Able to work in various weather conditions
- Able to meet Beausoleil First Nation's COVID 19 vaccination policy requirements prior to employment

### Duties:

- Validate parking tickets
- Enforce parking non-compliance policy
- Ensure vehicle operators utilize appropriate ferry queuing lines.
- Collect ferry fares and issue tickets, validate ferry passes.
- Maintain and clean public washrooms
- Ensure office/wait room/parking and docks areas are clean and clear of refuse
- Provide Customer service
- Follow emergency and safety procedures
- Work with minimal supervision
- Use of portable two way radios for communication with Base and Ferries for relay of messages.
- Maintain Daily tallies for remittance to on-duty Captain

**Eligibility:** Beausoleil First Nation Member  
Current, Clean CPIC

**Salary:** \$15.50/per hour

**Duration:** Relief Pool employment is dependant upon vacancies and requirements

**Closing Date:** Applications shall be submitted in confidence to the Front Desk receptionist, Beausoleil First Nation Attention: Arnold Jamieson Jr. BFN Transportation Department by **Tuesday May 24, 2022**

**Direct Supervisor:** On-duty Captain

**Functional Supervisor:** Transportation Coordinator  
BFN Transportation Department

Applications shall be submitted to the Administration Office. **Attn: Arnold Jamieson Jr. Mgr.** Applications must consist of the following: Cover letter, Current CPIC and resume. Your application package must be clearly marked with your name and the position you are applying for. Faxed or e-mailed applications are acceptable, however, only those applicants selected for the relief positions will be contacted. Job descriptions can be picked up in the Transportation Office