



# Beausoleil First Nation Human Resources

11 O’Gemaa Miikaan  
Christian Island, Ontario  
L9M 0A9  
(705) 247-2051 Fax: (705) 247-2239 Email: [jobs@chimnissing.ca](mailto:jobs@chimnissing.ca)

## EMPLOYMENT OPPORTUNITY Education Courier Delivery Position

Posting Date:	January 23, 2026	Salary:	\$18.00/hour
Classification:	Relief	Closing Date:	February 6, 2026
Supervisor:	Lynda Hoksbergen, Director of Education	Vacancy Status:	New
Hours of Work:	On Call		

### Overview

The role of the education courier delivery position will be to support the pickup and delivery of food and needed supplies for all education programs including the school.

### Key Responsibilities Include:

- Ensure invoices are recorded and promptly submitted to Administration Office
- Loading and unloading delivery vehicle/boat/store with packages and parcels to destination
- Operating delivery vehicles in a safe and efficient manner
- Maintaining delivery vehicle in good condition, vehicle log and KM notes
- Scheduling delivery times
- Efficient communication with education administration staff and program coordinators via phone and email
- Keep delivery log in Word or Excel document and submit weekly
- Other duties as needed

### Qualifications:

- Valid G Driver’s License
- Criminal Reference Check required
- Clean Driver’s Abstract
- First Aid/CPR is an asset

### How to Apply

Submit a complete application package including:

- Cover letter
- Resume

**How to Apply:** Email applications are preferred: [jobs@chimnissing.ca](mailto:jobs@chimnissing.ca) Alternatively, drop off at the Beausoleil First Nation Administration Building.

**Accessibility:** BFN is committed to an inclusive, barrier-free process under the Ontario Human Rights Code and AODA. Accommodations are available on request.

**AI Use:** AI will not be used to make hiring decisions. In rare cases, it may assist with organizing application data.