



32 Machishteweyaau Street  
Nemaska, Quebec, J0Y 3B0

Tel: 819-673-2512  
Fax: 819-673-2542

## EMPLOYMENT OPPORTUNITY

**CREE NATION OF NEMASKA** HEREBY INVITES APPLICATIONS FOR THE FOLLOWING POSITION:

**TITLE:** Firefighter Lieutenant  
**Location:** 44 George Cheezo Road, Nemaska, Quebec, J0Y 3B0  
**Salary:** (\$48,725 min. - \$73,087 max.) plus northern allowance  
**Closing Date:** January 29, 2025  
**Employment Status:** Permanent, subject to 3-month probation

### Summary of Position:

The Firefighter Lieutenant is responsible for coordinating the work of firefighters as per indication. The incumbent performs all firefighting operations in the Cree Nation of Nemaska, as well as assists the fire prevention activities and other emergency services.

### Duties and Responsibilities:

#### Functional responsibilities

- Respond to fire alarms and other calls for assistance, such as automobile and industrial accidents.
- Perform fire control activities (using manual and power equipment) and extinguish fires.
- Assist in securing sites in the event of an emergency by directing traffic, evacuating people, clearing landing zones, and related activities.
- Utilize strategies in the areas of victim rescue, entry, exposure tactics, ventilation, fire containment and extinguishment, as well as salvage work.
- Operate radio and telephone equipment and communicate medical and/or emergency information to medical/emergency personnel.
- Administer First Aid.
- Respond to miscellaneous emergencies upon request, including rescues, hazardous material use and disposal, flooding, and natural disasters.

#### Personnel Coordination Responsibilities

- Coordinate the work of the team and perform the inspection, maintenance and testing of fire protection equipment, vehicles, and search and rescue equipment in accordance with the standards for the inspection, maintenance, testing and retirement of in-Service vehicles and equipment.
- Dispatch work to fire fighters to carry out the plan and meet objectives; report the progresses to the immediate supervisor.
- Remind team that all work must be done in accordance with established policies and procedures.

#### Administration and reporting responsibilities

- Ensure that the Fire Hall, grounds, and all equipment are properly maintained and kept clean as they should always be in a "Fire Ready State".

- Provide input to the immediate supervisor on supplies and materials that are required and maintain up-to-date inventory records as required.
- Make recommendations to the Deputy Fire Chief on the replacement and repair of equipment.
- Assist with the delivery of fire educational programs, including training scenarios.

#### Additional responsibilities

- Maintain up-to-date knowledge and skills in areas(s) of responsibilities through attendance at meetings, conferences and training seminars.
- Perform other duties as required.

#### **Qualifications:**

In order to be considered for this position, applicants must possess the experience, knowledge and skills as listed below. The applicant must also be willing to attend meeting, conferences and trainings.

#### **Education:**

- High School diploma with a certificate of training of the Provincial Firefighters.
- Basic first aid certification.
- Valid class 4A driver's license

#### **Experience:**

- One year or less of relevant experience.

#### **Languages:**

- Spoken fluency in Cree and English.
- Written fluency in Cree and English.
- Fluency in French is an asset.

#### **Knowledge and abilities:**

- Ability to operate effectively in a team by contributing positively to both the operations and working relationships;
- Customer focused and service oriented;
- Knowledge of the Fire Protection and Prevention Act, Occupational Health and Safety Act and other related schedules;
- Knowledge of the Quebec Building Code, building construction and hydraulics as they apply to the Quebec Fire and Building Codes;

#### **Working Environments**

The Firefighter Lieutenant works at the Fire Hall as well as outdoors. The incumbent is responsible for working on call hours as per the determined need. Because of the nature of work, attendance may be required at any time for emergencies.

#### **Information to be provided:**

- Your Curriculum Vitae (résumé).
- A covering letter describing, with concrete examples, how you meet all the experience requirements for this position.
- Proof that you meet education qualifications

#### **Please forward this information at the attention of:**

Lori-Ann Wapachee, Director of Human Resources  
 Cree Nation of Nemaska  
 32 Machishteweyaau Trail  
 Nemaska, Quebec  
 J0Y 3B0

Tel: 819-673-2512 ext.313  
 Fax: 819-673-2542  
 Email: [lwapachee@nemaska.ca](mailto:lwapachee@nemaska.ca)