



Membertou

WELCOMING THE WORLD!

EMPLOYMENT OPPORTUNITY

Job Title: HVAC & Refrigeration Technician (Full Time)
Department: Housing & Facilities
Reports To: Director of Building Construction & Renovations
Salary: Commensurate with experience

Membertou is an urban and progressive Mi'kmaq community located on Unama'ki – Cape Breton Island. As one of Canada's Best Managed Companies and the of the first Indigenous community in to achieve ISO 9001-certification, Membertou is an inclusive, forward-looking employer with a strong reputation for excellence, growth, and community impact.

We are seeking a skilled, reliable, and service-focused HVAC & Refrigeration Technician to join our Housing & Facilities team. This is an excellent opportunity for a technician who takes pride in preventive maintenance, troubleshooting, and delivering quality work across a range of commercial and community-based facilities.

What You will Do:

- Inspect, maintain, troubleshoot, repair, and service heating, ventilation, air conditioning, and refrigeration systems across Membertou facilities.
- Perform routine and preventive maintenance on commercial rooftop units, ventilation systems, pumps, motors, air handlers, fan coils, hot water heating systems, and related mechanical equipment.
- Support the start-up, commissioning, operation, and basic optimization of building automation systems and associated controls.
- Diagnose equipment failures and system issues, identify root causes, and recommend effective repair or replacement solutions.
- Respond to service calls and work orders in a timely, safe, and professional manner.
- Read and interpret blueprints, shop drawings, wiring diagrams, and control schematics.
- Complete service records, maintenance logs, and other required documentation accurately and on time.
- Maintain tools, materials, and equipment in good working order and ensure readiness for job-site needs.
- Work collaboratively with management, contractors, and internal departments while providing strong customer service.
- Participate in meetings, training, and safety initiatives as required.
- Complies with Band Personnel Policy.
- Maintain positive relationships with Membertou's Internal and External Customers, ensuring transactions or information received on behalf of the Band and/or its members are kept confidential.
- Other department related duties are as required by the Director.

What You Bring:

- Hands-on experience servicing, repairing, and maintaining commercial HVAC/R systems.
- Strong troubleshooting skills in heating, air conditioning, refrigeration, ventilation, and control systems.
- Working knowledge of rooftop units, ERV and HRV systems, hot water heating systems, electric heating systems, boilers, and boiler controls.
- Practical knowledge of building automation systems, including system start-up and commissioning.
- Experience with electrical faultfinding, refrigeration faultfinding, and refrigerant handling best practices.
- Ability to work independently, prioritize competing demands, and exercise sound judgment in the field.
- Strong communication, time management, and organizational skills.
- A professional, respectful, and team-oriented approach to work.

Required Qualifications and Certifications:

- Air Conditioning & Refrigeration License.
- Aerial Lift and Work Platform Safety certification.
- Ozone Depletion certification.

- WHMIS and Fall Arrest training.
- Valid Nova Scotia Driver's License with a current Driver's Abstract.
- Ability to work safely and effectively in accordance with all occupational health and safety requirements.

Professional Qualities:

- Dependable, trustworthy, and committed to high-quality workmanship.
- Strong work ethic with a focus on safety, accountability, and follow-through.
- Excellent interpersonal skills and a customer-service mindset.
- Flexible, respectful, and able to work effectively as part of a team.

Additional Expectations:

- Adhere to all Membertou policies, procedures, and workplace standards.
- Follow all fire procedures, emergency protocols, and evacuation plans.
- Maintain positive relationships with Membertou's internal and external customers.
- Protect confidential information received in the course of your work.
- Support and uphold Membertou's Quality Assurance Management System as it relates to departmental responsibilities.

Preference is given to Aboriginal peoples in accordance with the Aboriginal Employment Preferences of the Canadian Human Rights Commission.

To Apply: Submit your cover letter and résumé to:

Membertou Human Resources Department
Attention: Scott Thomas
47 Autwen Ma'sl Awti
Membertou, NS B1S-2P5

Or via E-mail to: jobs@membertou.ca

DEADLINE FOR APPLICATIONS: Wednesday, April 8th, 2026, at 4:30 PM AST.

***Thank you for applying, however, only those selected for an interview will be contacted.
Membertou reserves the right to pause, extend or revoke this posting at any time without notice.***