



Kwanlin Dün First Nation CITIZEN HIRING PREFERENCE POLICY

Initial Approval Date: October 7, 2024	Revised Date:
Administrative Authority: Human Resources	Policy Authority: OIC-2024-32

PURPOSE

This purpose of this policy is to provide equitable opportunity for Kwanlin Dün First Nation (“KDFN”) Citizens to apply on public job postings.

SCOPE

Except where indicated, this policy will apply to all publicly posted job vacancies.

DEFINITIONS

Eligible Citizen means a Citizen that meets the job requirements listed in the public job posting and that applies for the job during the three-month period immediately following the initial job posting.

Essential work is a task that is critical to the continued maintenance of infrastructure operations.

Public job posting means an advertisement on a job vacancy that is unrelated to internal transfers or promotions.

POLICY

1. Except where indicated in this policy, eligibility for all job vacancies that are listed through public job postings will be restricted to KDFN Citizens.
 - 1.1. If no qualified KDFN Citizens apply within the three-months immediately following the public posting of a KDFN job, the job posting will be re-released with no Citizenship eligibility requirement.
 - 1.2. If an eligible Citizen applies within the three-month restricted eligibility period, the eligible Citizen will be screened in for a job interview.

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2. Job postings that list a vacancy that is strictly for essential work are exempt from this policy.