

CUSTODIAN PART-TIME CASUAL

Philosophy of Position: To prepare the facility for ministry by providing effective janitorial and housekeeping service.

Qualities and Qualifications

- Knowledge and experience in janitorial standards and best practices with industrial cleaning equipment and basic hand/power tools
- Prior experience in custodial work, building maintenance, or trades (plumbing, electrical, carpentry) is preferred, with basic plumbing, electrical, carpentry and HVAC knowledge
- Good physical strength with the ability to lift and carry heavy objects (often 23 kgs or more)
- Ability and experience for full campus maintenance including roofs, basements, small spaces
- Safe handling and storage of cleaning chemicals (WHMIS certification is preferred)
- Ability to organize tasks and work with limited supervision
- Flexible and able to work in a team environment

Working Relationships

- Reports to the Facility Manager for direction, scheduling and work tasks

Position Status

- Part-time casual, as required – days, weekends and evenings

Position Specifics

- Clean washrooms and restock as needed
- Vacuuming and mopping floors
- Empty garbage and recycling
- Set up and take down tables, chairs, AVS, etc., as required per EMS (check daily)
- Dust and clean furnishings (tables & chairs) as needed
- Identify needed repairs and report to the Facility Manager
- Glass cleaning & light bulb replacement
- Operate heating and cooling systems as required
- Outside entrances and exits – sweep/clean as needed
- Monthly cleaning of vacuum
- Baptismal prep and clean up
- Supervision and security of facilities for operations and during service times (fire doors closed for night)
- Emergency response to the building alarm (3rd on list)
- Snow removal from building perimeter and public sidewalks
- Work in co-operation with weekend teams as scheduled
- Other duties as required

Wage Range

The wage range for this position is between \$18.40 and \$ 21 per hour based on prior experience and trades skills.

All applicants are welcome, however only those receiving an interview will be contacted.

