

# EMPLOYMENT OPPORTUNITY

**DIVISION:** SIKSIKA BOARD OF EDUCATION

**DEPARTMENT:** SIKSIKA EDUCATION

**DATE POSTED:** March 11, 2022

**DEADLINE:** March 25, 2022

**PRESCREENING:** March 28, 2022

**INTERVIEW DATE:** March 30, 2022

**POSITION TITLE:** CUSTODIAN (2)

**SALARY:** Based on Experience

**FULLTIME:** Contract Basis

**DUTIES:** (DUTIES MAY INCLUDE BUT NOT LIMITED TO THE FOLLOWING)

1. All classrooms, washrooms, hallways, water fountains, door knobs etc. should be cleaned and sanitized on a daily basis.
2. Performs other related duties, such as moving furniture, operating, polishing equipment, washing walls, glass and windows, sanitizing bathrooms etc.
3. Weekly duties include all other parts of the school that are not performed on a daily basis.
4. During the holidays (Easter, Christmas and summer) a thorough cleaning is completed and includes; polishing and waxing floors, washing walls/windows, Lockers, desks and sanitizing the bathrooms.

**CORE COMPETENCIES:**

1. Competencies include communication, team work, accountability and First Aid Skills is an asset.

**QUALIFICATIONS:**

1. Two (2) years working experience required or equivalent combination of experience and education.
2. Training and certification in the Janitorial program.

**WORKING CONDITION:**

1. Must have good health, physical condition as job may require some heavy lifting/moving and strenuous activities.
2. Must have reliable transportation to and from work.
3. Carry out directives from Supervisor.
4. Be flexible and willing to work when there is an emergency.

**OTHER FACTORS:**

1. Must have Criminal and Child Welfare Intervention Record Check. (prior to interview)
2. Medical Check-up.
3. Oath of confidentiality.

**PLEASE SUBMIT RESUMES TO THE SIKSIKA BOARD OF EDUCATION OFFICE OR EMAIL TO:**

**Roberta Olds HR - oldsr@sboe.ca**

**OR CALL (403) 734-4028 FOR MORE INFORMATION**

\*\*\* P. O. Box 1099 Siksika, AB T0J 3W0 \*\*\*

\*\*\*After pre-screening only successful applicants will be contacted for interviews\*\*\*