



Siksika Family Services Corporation
SIKSIKA DAY CARE
JANITOR/CUSTODIAN
Limited Term/Full Time (10 months)
Closing Date – August 31, 2022



GENERAL STATEMENT OF POSITION:

The Custodian will be responsible keeping the Day Care in a clean and orderly condition. Perform covid cleaning and other cleaning duties, such as cleaning floors, carpets, washing walls, and removing rubbish. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs and cleaning snow and debris from sidewalks

SUPERVISION RECEIVED: Day Care Supervisors.

DUTIES AND RESPONSIBILITIES:

- Performs light and heavy cleaning duties in areas such as hallways, classrooms, boardrooms, staff offices, kitchen, bathrooms, entranceways and resource/copier rooms.
- Required to clean windows and walls monthly.
- Clean and disinfect washrooms, kitchen, fixtures, and work areas.
- Light dusting of office furniture and classroom desks.
- Wax floors, clean upholstery and carpets or mats.
- Gather and empty trash cans and other waste containers, as well as debris outside of building.
- Request supplies or equipment needed for cleaning and maintenance duties such as light bulbs, toilet paper, paper towels, and covid cleaning supplies and submit form to Day Care Supervisor to manage or delegate.

MINIMUM QUALIFICATIONS:

- General knowledge of cleaning techniques, cleaning solutions and equipment
- Ability to understand oral instructions as well as follow routine procedures.
- Must be able to work independently as well as be an effective team member.
- Ability to recognize the need for cleaning and the quality of work required.
- Knowledge of and adherence to Universal precautions.
- Must be punctual and have reliable attendance.

EDUCATION AND EXPERIENCE:

- Grade 10 education with 2 years janitorial/Custodian experience required.
- Janitorial Certificate and WHMIS training, an asset
- Certification in First Aid and CPR required.

Resumes and cover letters should be emailed to familyserviceshrm@siksikafamilyservices.com before 11:00 p.m. of posting closing date. **PLEASE QUOTE Competition number 026-2022 on Cover Letter**

IMPORTANT: *All applications must include the following:*

1. *Degree/Diploma/Certificates and/or other related support documentation*
2. *Clear Criminal Record and Child Intervention Check*
3. *Copy of Drivers Licence*

Siksika Family Services (SFS) **COVID 19 Vaccination Policy** requires all employees to be fully vaccinated and provide proof to SFS Human Resources. The Siksika Family Services will provide reasonable accommodation, if the successful candidate cannot be vaccinated due to grounds protected by human rights legislation.

Please note: *Only complete applications will be considered and only those candidates selected for an interview will be contacted. Successful candidates are required to produce a clear Criminal Record and Child Intervention Check prior to commencement.*

SFS thanks all applicants, but only those who have been selected for an interview will be called.