



KTC Child & Family Services

Custodian

Term Position

Slave Lake



Summary

Reporting to the Custodial Lead, works to keep the Awas'ak Wiyasiwêwin building (s) in clean and orderly condition. Perform thorough cleaning and tidying the premises as well as maintaining a healthy and sanitized facility.

The custodian will be focused on building upkeep and will have great physical endurance to cover a large space. A keen eye for detail and diligence is also imperative in custodial duties.

Duties:

Ensures the clean and orderly condition of the Awas'ak Wiyasiwêwin buildings/ Reunification Home(s) by:

- 1) Cleaning the building floors by sweeping, mopping, and vacuuming them;
- 2) Gathering and emptying trash;
- 3) Servicing, cleaning and supplying the restrooms;
- 4) Cleaning windows, glass partitions, and mirrors, using soapy water or other cleaner's sponges, and squeegees;
- 5) Clean and polish furniture and fixtures;
- 6) Dust furniture, machines, and equipment;
- 7) Clean Kitchen area daily;
- 8) Fridge inventory (look for outdated food, wipe down shelves);
- 9) Check inventory on cleaning supplies, put in order to Lead Custodian when required;
- 10) Strip, seal, finish and polish floors;
- 11) Clean/Organize reunification home after occupancy;
- 12) Shovel and sand steps;
- 13) Any additional duties as required;

Knowledge & Skills:

Education: High school diploma is preferred but not required; related work experience is an asset.

Skills and Experience:

- Experience performing general custodial or maintenance work preferred
- Flexible schedule and ability to work independently
- Knowledge of chemical liquids and other hazardous materials and their safe disposal

Additional requirements: current & valid Alberta driver's license; own vehicle or access to vehicle with \$2M auto liability insurance (when required to use own vehicle); Criminal Record (CPIC) and Intervention Record Check (IRC) clearances **must be within 6 months**; submit to oath of confidentiality; personal telephone or access to telephone: alcohol and drug pre-screening will apply; ability to speak and/or understand the Cree language a strong asset.

Please note that only applications submitted with the required Intervention Record Check and Canadian Police Information Centre (CPIC) clearances will be considered. Resumes submitted without the required clearances will not be reviewed.

Salary will be based on academic & professional qualifications

Open until a suitable Candidate is found

Please forward to Careers@ktccfs.ca

We thank all candidates for their interest; however, only individuals meeting the qualifications will be selected for an interview and will be contacted.

