



EMPLOYMENT OPPORTUNITY

POSITION: CUSTODIAN Casual/Part Time Supply Staff
LOCATION: Wikwemikong Board of Education
SALARY: According to WBE Salary Grid (Criminal Reference Check Required)
START DATE: As needed

Under the direct supervision of the Maintenance Supervisor and general direction of the Wikwemikong Board of Education performs cleaning duties for the WBE schools as directed.

DUTIES:

- Perform cleaning duties in classrooms, offices, gymnasium, washrooms, hallways, storage and other areas.
- Sweeping, dust mopping floors and stairways, washing and polishing floors, major stripping and re-waxing of floors three times a year, cleaning and disinfecting washroom facilities daily, refilling dispensers, vacuuming and doing major carpet cleaning, emptying waste baskets and removing trash, dusting furniture, desks, doors, doorframes, and window sills, washing windows, cleaning heat registers, cleaning entrances as required, using manual equipment and power operated equipment.
- Performs other duties such as removing snow and ice from entrances/walkways, fire exits, general grounds maintenance, litter pick-up, housekeeping of janitors storage room, moving of furniture and equipment and providing major janitorial services for the Wikwemikong Board of Education as required.
- Performs under the personnel and band policy, works under the custodial work methods and procedures provided.
- Other duties as required.

QUALIFICATIONS:

- Minimum grade 12 High School Diploma.
- Specialized knowledge dealing with building cleaning an asset.
- Must be physically capable of long periods of standing, walking and handling medium to heavy weight equipment and materials.
- Ability to follow directions and maintain quality and quantity standards on cleaning tasks.
- Fluency in Anishinaabe, knowledge and appreciation of First Nations culture and heritage are considered definite assets.
- Interested applicants must provide cover letter, resume and three (3) references.
- A current criminal reference check (within the last 90 days).

DIRECT APPLICATIONS TO:

“ON-CALL CUSTODIAN”
Wikwemikong Board of Education
34 Henry Street
WIKWEMIKONG, Ontario
P0P 2J0
(P): 705-859-3834 (F): 705-859-3787
email: applications@wbe-education.ca

CLOSING DATE:

Ongoing
Only those selected for an interview will be contacted.