



Caretaker Job Position

We are currently seeking a mature and energetic individual to join our team as a Caretaker for our community centre and curling rink. The ideal candidate for this position is detail-oriented, willing to work flexible hours, and willing to take on routine cleaning and special projects as the need arises.

The main area of the facility is approximately 4,500 square feet consisting of the hall, kitchen, curling rink lobby, washrooms, main lobby/entrance and storage rooms.

This position is considered permanent part time and the candidate must be willing to work a flexible schedule. Weekend work is involved when the facility is booked.

Some of the duties include:

- Maintaining a high standard of cleanliness in all areas of the building.
- Maintaining supplies of paper products, soap, and other cleaning supplies.
- Performing routine daily maintenance activities such as, but not limited to, replacing burned out light bulbs, painting, etc.
- Maintaining grounds around building, which involves picking up litter and in conjunction with the public works staff clearing snow and ice at building entrances and sidewalks.
- Minor maintenance, such as unplugging toilets, oiling hinges, maintaining caretaking equipment (e.g., check/clean filters, vacuum bags, pads, fluid levels, hoses, power cords, batteries, etc.).

Qualifications:

Our ideal candidate has the following qualifications:

- Work independently, eye for detail/cleanliness, available for emergencies.
- Exhibit well-developed intercommunication and interpersonal skills.
- Organizational skills and ability to set priorities.
- Must be able to follow oral and written instructions.
- Must possess a good knowledge of cleaning products and procedures.
- Must possess experience in the safe operation and basic maintenance of equipment such as a vacuum cleaner, power scrubber, etc.

Previous building maintenance / janitorial experience is an asset. Please apply by email to kianzen@dalmeny.ca or fax resume to 306-254-2142 with your available start date. For further information, please contact Mat Halcro at mhalcro@dalmeny.ca or by phone 306-371-5031. Salary: Wages determined on experience. Expected start date: June 1st, 2018

