EXTERNAL JOB POSTING

On-Call Janitor – Full time

September 11, 2018

Adams Lake Indian Band located in Chase, BC is seeking on-call janitor(s) for IR#4 (Chase). We are looking for individuals that value the importance of professional clean buildings that are welcoming to the public. These positions require individuals that can develop and maintain quality standards in cleanliness and maintenance.

ESSETIAL FUNCTIONS AND RESPONSIBILITES

- Ensures proper cleaning and sanitization of building's floors, mats, wall, benches, washrooms, windows, rugs, desks, counters, lighting fixtures, cupboards, doors, sinks, toilet bowls, kitchen and appliances.
- Perform daily, weekly and monthly cleaning schedules.
- Maintains and orders an adequate inventory of cleaning supplies.
- Answers inquiries, complaints and concerns, providing information as required.
- Remove snow and ice from entrance doors when needed.
- Other assigned job-related duties.

REQUIRED KNOWLEDGE SKILLS AND ABILITIES

- High School Diploma or equivalent, preferred.
- Building Service Worker Certificate, or equivalent.
- WHIMIS.
- Current and acceptable Criminal Record Check (original required).
- Reliable motor vehicle with current insurance if driving to and from work (proof required).
- Valid BC Class 5 driver's license if driving to and from work (copy).
- Knowledge and use of industrial cleaning equipment.
- Good communication and interpersonal skills.
- Ability to work in a team-oriented environment.
- Flexibility is a must to adapt to changing work priorities.
- Good organizational and time management skills.
- Preference will be made to applicants of First Nations ancestry.
- Diplomacy, tact and confidentiality in dealing with a variety of people and information.
- Reliability and dependability.

Hours and Days of Work

7.5 hours/day and 5 days per week or as required.

Interested applicants please direct resumes to:

Jerry Andrew, Interim Public Works & Infrastructure – jandrew@alib.ca

Deadline for applications will be September 17, 2018 @ 4:00 PM