



Neskonlith Indian Band

739 Chief Neskonlith Drive
Box 318, Chase, BC V0E 1M0
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POSITION TITLE: Switzmalph Child Care Centre
Cleaner (Salmon Arm)

DEPARTMENT: EDUCATION DEPARTMENT
SUPERVISOR: NESKONLITH DAYCARE ADMINISTRATOR
TERM: PART – TIME
Reference #: 2020 - 04

Job Summary:

Under the supervision of the Daycare Manager, the successful candidate for this position will be required to perform a wide variety of janitorial tasks.

Qualifications and Abilities:

- The successful candidate must be physically able to perform duties.
- Possess the knowledge and ability to apply modern cleaning methods and practices with minimal supervision and be able to recognize safety hazards throughout the premises.

Responsibilities:

- Report any breakdowns, accidents, damage or vandalism to the appropriate supervisor.
- Secure all doors and windows whenever the building is vacated and activate security system if last person to vacate building.
- Maintaining clean and sanitary conditions in areas such as classrooms, washrooms, corridors, hallways, and common areas;
- Cleans areas including floors, toys, stairways, walls, windows and ceilings by sweeping, vacuuming, dust mopping, spot washing and wet washing;
- Cleans and disinfects washrooms;
- Cleans upholstered furniture and carpets by vacuuming, shampooing, and brushing.

- Maintain sufficient supplies on hand to carry out duties and responsibilities.
- Perform duties in compliance with Daycare, Operations Department, and Interior Health and First Nations Health policies and procedures including occupational health, safety, attendance, work routines, and WHMIS.
- Other related duties as assigned.

Please submit: Cover Letter and Resume to the Neskonlith Indian Band Attention: Tammy Thomas, Education Director

Via Email: necreception@neskonlithec.com or Mail to: Neskonlith Indian Band, PO Box 318, Chase, BC V0E 1M0. Via Fax: 250-679-2968.

Deadline date for applications: July 10, 2020 @ 4:15 pm.

We thank all applicants for their interest. Only those applicants who are under consideration will be contacted.