



# Custodian

## Employment Opportunity

Nagwuntl'oo School

The Custodial will be responsible, under the direction of the Supervisor to perform the duties as outlined in the advertisement.

### Custodian Cleaning Duties

- Disinfect the surfaces of all desks, counter tops and sinks in each classroom prior to school start-up each morning.
- Disinfect all washrooms toilets, toilet seats, mirrors, sinks, hand dryers and fixtures as needed.
- Ensure that all entrance and exits are cleared of snow on an as needed basis
- Clean Office, Staff Room and Gymnasium
- Empty all waste baskets and garbage cans
- Place garbage in outside storage bin
- Clean entrance and exit including glass, doors and hardware
- Keep outside grounds area of school cleaned of cans, paper, etc.
- Wash all finger marks from walls, doors, hardware and glass
- Report any damages to Principal immediately
- Check all doors and locks
- Wash and vacuum floors
- Ensure are paper dispensers are refilled
- Ensure all hand sanitizing bottles are replaced when empty
- Ensure all soap dispensers are refilled as needed
- Buff floors with floor polisher when required
- Spot clean walls as required.
- Maintain a clean and obstacle free supply room.

**Other duties that may be assigned by the Supervisor and or Principal.**

**Rate of Pay:** Remuneration dependent upon qualifications.

**Deadline:** Application will be assessed as received, and posting will remain open until filled.

**Requirements:**

Successful Criminal Record, Vulnerable Person and other Background Checks as required.

**Closing Date:** September 3<sup>rd</sup>, 2021, 3:00 PM

**To Apply:**

Please send a cover letter, resume and three (3) references to Ulkatcho First Nation at:

[educationdirector@ulkatch.ca](mailto:educationdirector@ulkatch.ca), or present by hand delivery to Ulkatcho First Nation. Applicants of Ulkatcho First Nation and/or Aboriginal ancestry are encouraged to apply.

*We thank all those who apply; however, only short-listed applicants will be contacted.*