

NECHAKO VALLEY COMMUNITY SERVICES SOCIETY

Job Posting Number 2018-12

Casual Janitor/Housekeeper/Server

JOB SUMMARY

The Janitor is responsible for cleaning duties such as: cleaning floors and carpets, disposing of refuse, cleaning windows, dusting and polishing furniture and fixtures and cleaning bathrooms. Work areas include Riverside Place and NVCSS Main Office.

Housekeeping: providing assistance with changing bed and doing some laundry, vacuuming, sweeping and washing floors, cleaning bathrooms, dusting and wiping hot spots.

Server: sets the dining room for lunch and supper for residents. Serves meals to residents; Cleans and washes dishes after residents have completed their meal takes out garbage.

DEPARTMENT LOCATION Riverside Place, Vanderhoof

QUALIFICATIONS/EXPERIENCE

- Completion of grade 10 or the equivalent education and experience
- One-year recent related experience is desirable
- WHMIS training or willingness to attend training.
- The ability to work independently and as part of a team.
The flexibility to take initiative and prioritize tasks and time-manage to get important duties done within the timeframe

SALARY \$14.72 - \$17.15 per hour as per CSSEA & CSSBA Collective Agreement (Grid Level 3 Step 1)

HOURS OF WORK 2 different shifts to cover 7:30 am to 1:00pm; 10:30 to 6:00 pm 7 days a week

VACANCIES 1 Vacancy

POSTING DATE April 3, 2018

CLOSING DATE April 17, 2018

START DATE As soon as possible

This position requires Union membership

Please apply for this job only in the manner specified by the employer. Failure to do so may result in your application not being considered for the position.

Please send a cover letter of interest and current resume outlining your skills and qualifications for the position and include the job posting number:

Via email: Jeannette Fraser, Site Administrator jfraser@nvcss.ca

Nechako Valley Community Services Society
is an equal opportunity employer committed to hiring a diverse workforce

We thank all our applicants, however, only those invited to an interview will be contacted.