



HAISLA NATION COUNCIL

PO Box 1101, Kitimaat Village, BC, V0T 2B0 | (250) 639-9361
Toll Free: 1-888-842-4752 | Fax: 250-632-2840 or 250-632-4794

Haisla Community School has an immediate job opening for: School Janitor

Scope: Reporting to the HCS Principal, the incumbent is responsible for maintaining a comfortable, sanitary and safe environment for students and staff, and works as a member of a team. This is a BCGEU position.

Specific Responsibilities:

- Daily sweeping or vacuuming of all floor areas;
- Weekly scrubbing of all non-carpeted areas in the school;
- Cleaning of walls, handrails and other surface areas as necessary;
- Daily cleaning of surface areas of all student and teacher desks, doorknobs, chalkboards, ledges, and shelves;
- Washing of all window areas inside and out;
- Daily scrubbing of washroom floors;
- Removing all garbage from the school building and arranging for proper disposal;
- Operates a variety of custodial equipment;
- Placing soap, paper towels, and toilet paper in each washroom;
- Arranging proper storage of sanitary supplies;
- Clearing snow and ice from entrances;
- Replacing burnt out lighting;
- Other related duties as assigned by the Principal and/or designate.

Vacation Duties:

- Specialized vacation cleaning (Christmas break, Spring break, and Summer break) include: stripping floors and waxing, shampoo carpets, wash all walls, doors, handrails, stairs and landing, blackboards, whiteboards, and ledges, wash desks, tables and chairs, sanitize student/staff washrooms, wash all windows (inside and out)

Qualifications:

- Grade 10 completion;
- First Aid, Level One, preferred;
- Building Maintenance Certificate preferred;
- BC Drivers license and own vehicle is an asset;
- Willing to provide a criminal record check.

Interested individuals should submit a cover letter, names of three references and the express permission for HNC to contact these references, as well as your resume to:

Stephanie McClure

Human Resources Manager
Haisla Nation Council
Haisla PO Box 1101
Kitamaat Village, BC V0T 2B0
Fax (250) 632-2840
Email: smcclure@haisla.ca

This position will be posted until filled.

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.