



OCHAPOWACE

P.O. Box 550, Whitewood Saskatchewan, S0G 5C0
Phone: (306) 696 2425, Fax: (306) 696 2426

Education

Ochapowace Nation – Job Posting

Position: **CUSTODIAN** (Kakisiwew School)

Status: Full-Time Position

JOB SUMMARY: The custodian shall work for the Kakisiwew School under the guidance of the principal and as needed by the Director of Education and under general supervision of the maintenance worker. The custodian duties are for the general care and cleanliness of the school buildings. The custodian shall establish and maintain a good working report with their designated supervisors, Director of Education, the principal, the teachers, the students, the school staff, and the public.

EDUCATION AND EXPERIENCE:

- Must have a minimum grade 12 education and/or 3 years' work experience,
- WHMIS and First Aid /CPR certificate,
- valid driver's license and reliable vehicle.
- Basic knowledge in plumbing and electrical issues is an asset.

KNOWLEDGE, SKILLS AND ABILITIES:

- To perform specific duties on a monthly and yearly basis;
- Communicate instructions clearly;
- Take inventory of all janitorial supplies and equipment,
- Operate cleaning equipment such as a floor polisher, disinfect and clean areas within the school, and dispose of all garbage;
- To provide safe access to the school and classrooms during the winter months,
- Ability to do medium to heavy lifting;
- other duties as required.
- A Criminal Record Check (Vulnerable Sector) and clean drug test is required if you are the successful candidate.

Selection Process: Candidates will be selected for this position on the basis of their skill, ability, experience and qualifications as identified in the resume.

Application Deadline: **September 22nd, 2023 @ 4:30 p.m.**

Please send your resume and cover letter, with three (3) references to:

hr@ochapowace.ca