



OCHAPOWACE

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CHIEF DENTON GEORGE MEMORIAL MULTIPLEX

Ochapowace Nation – Job Posting

Position: **CUSTODIAN**

Status: **Full/Perm (1 position)**

JOB SUMMARY:

We are currently seeking an energetic and highly motivated individual to join our team as a Custodian. The ideal candidate for this position is detail-oriented, flexible, and willing to take on routine cleaning and special projects as the need arises. The Custodian will be responsible for the cleaning and sanitizing of the office spaces, meeting rooms, bathrooms, and public areas. Reports to the CDGMM Manager.

DUTIES AND RESPONSIBILITIES:

- Will be responsible for keeping the facility clean.
- The front of the Multiplex must be clean of debris, garbage, obstruction etc.
- The Custodian must have knowledge of how to operate cleaning machinery.
- Be able to follow directions.
- Be proud and caring for the CDGMM building.

QUALIFICATIONS:

- Grade Twelve Diploma or equivalent with at least one (1) year work experience.
- Must possess the ability to use tools and knowledge of operating equipment.
- Must possess the ability to communicate respectfully to fellow employees and the public.
- Must be able to provide a Vulnerable Sector Check and Drug Screen.
- Must be able to adjust to a Flexible schedule, (evenings and weekends);
- Be reliable and able to work under pressure and meet deadlines.
- Valid Driver's License and reliable transportation.
- Demonstrate sound work ethic.

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

Application Deadline: September 23, 2023 @ 4:30 p.m.

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

Resumes can be dropped off at the Administration Office or Email

hr@ochapowace.ca