

Job Summary

Location:
Déljné, NT

Department:
Education Services

Salary:
\$25.00 per hour

Benefits:
4% Vacation Pay

Employment Type:
Casual

Closing Date:
Open until Filled

Casual Preschool Custodian

The Custodian reports to the Director of Education Department and is responsible for the to do inventory of all supplies, hauling, lifting, and organizing cleaning supplies and/or equipment of Déljné Got'jné Government's Tudze Preschool Building. Other duties consist of annual inventory managing and organize equipment & supplies. The Custodian shall maintain the equipment and repeat any deficiencies problems for repairs.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of Déljné Got'jné Government operational policies and procedures and governance institutions
- Clean and disinfect washrooms
- Wash everything down, sanitize all areas
- Maintain a positive attitude
- Complying with all DGG Policies applicable to your employment
- Cleaning all of the areas within the Preschool Buildings, including toys and furniture
- Sweeping and mopping Preschool and Daycare, kitchen, and office areas
- Vacuuming carpets and rugs
- Taking out garbage and recyclables
- Hauling, lifting, and organizing supplies and/or equipment
- Other duties may consist of taking inventory, managing and organizing
- Equipment and supplies
- Ability to work independently
- Must be in good physical condition to perform his/her job duties which includes heavy lifting
- Be able to manage and maintain the stockroom
- Must know the regulations on safety measures when using cleaning supplies
- Steam cleaning carpets on weekends (2 or 3 times a year for extra hours)
- Perform other related duties as required

THIS POSITION IS TYPICALLY ATTAINED BY

- Knowledge of emergency procedures, First Aid, WHMIS and CPR certifications are an asset
- Preference will be given to Déljné Beneficiary
- Training available to Successful Candidate
- Equivalencies will be considered

**Submit Resume and
Interest to:**

Human Resources
Department
Déljné Got'jné Government
P.O Box 156
Deline, NT X0E0G0
Tel (867) 589-8100
Hr.manager@gov.deline.ca
Hr.assistant@gov.deline.ca

ADDITIONAL REQUIREMENTS

Pre-employment Screening

- Criminal records check required
- Vulnerable Sector Check required