



## Part Time Custodian

We are currently seeking a Part Time Custodian for our Assisted Living Program. The hours of work are Monday to Friday from 10 AM to 3 PM.

### Qualifications:

- High School Diploma/GED.
- Prior experience in housekeeping, custodial services, or building maintenance.
- Obtain/maintain a clean and current vulnerable sector police check as condition of employment.
- Up to date immunizations including 2 COVID-19 vaccinations.
- Obtain/maintain First Aid and CPR certification as condition of employment.
- Previous relevant experience in a healthcare setting is considered an asset.
- Valid Class G Driver's License, and access to a personal vehicle is considered an asset.

### Knowledge, Skills and Abilities:

- Ability to meet physical demands relating to manual tasks, stand, bend, and kneel recurrently over 5 hour shift. Lift and carry up to 35 lbs.
- Ability to manage and maintain inventory for custodial and health & safety supplies.
- Ability to work independently and collaboratively within the workplace.
- Effective time management and organizational skills.
- Effective oral and written communication skills.
- Training and experience relating to hygiene, cleaning and disinfection in a work environment.
- Training and/or experience overseeing building maintenance and repairs by skilled tradespersons.
- Formal training and/or experience in infection control is considered an asset.

### Core Responsibilities:

- Actively support and maintain the Dale Brain Injury Services (DBIS) policy.
- Maintain effective participation within the Agency Team and interact with clients in a manner congruent with DBIS's philosophy.
- Represent DBIS publicly and professionally as appropriate to the position.
- Ensure that all cleaning tasks relating to DBIS facilities are performed on a daily basis or as per the established schedule.
- Ensure that all repairs and maintenance relating to DBIS facilities are completed thoroughly and promptly.

- Maintain a petty cash to facilitate purchases related to the Custodian position.
- Perform cleaning duties such as mopping floors, vacuuming, empty trash cans, cleaning dishes, kitchen appliances, windows etc.
- Clean and disinfect washrooms and fixtures.
- Oversee the Recycling Program.
- Clean snow and ice from walkways and parking areas.
- May move heavy furniture, equipment and supplies.
- Ensure that security and safety measures are in place in the establishment.
- Notify management of need for repairs or replacements.
- Maintain contact with and ensure quality services of various professionals, contractors and trades who provide repair and maintenance services.
- Actively participate on the Joint Health and Safety Committee and facilitate appropriate action items.
- Perform other required duties related to the position as assigned.

**Working Conditions:**

- Capable of working and interacting with persons with disabilities in a positive and constructive way, consistent with prescribed strategies and approaches.
- Lifting and carrying up to 35 lbs may be required.
- Exposure to outdoors, cleaning apartments and office environments.
- Hours may vary depending on operational needs of the program.

**Wage: \$17.14 - \$18.72**

**How to Apply:**

**Please direct your resume and cover letter to: [careers@daleservices.on.ca](mailto:careers@daleservices.on.ca)**

*We thank all applicants for their interest however, only those selected for an interview will be contacted. If you require accommodations, please indicate when applying. Accommodations are available on request for candidates taking part in all aspects of the selection process.*

*Dale Brain Injury Services values diversity in the workplace and welcomes applications from women, visible minorities, Indigenous people, and persons with disabilities. We provide equal employment opportunity for all applicants, where the rights of all individuals and groups are protected.*