



TOWN OF COMOX

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Internal/External Posting

CUSTODIAN CASUAL RELIEF COMOX COMMUNITY CENTRE

The Town of Comox invites applications for the position of casual Custodian at the Comox Community Centre. This is an on-call Union position (CUPE Local 556) with a rate of pay of \$27.10 per hour plus 12.8% in lieu of vacation and benefits. The successful applicant will be required for vacation replacement, sick leave and extra shifts, and will be required to work evenings and weekends.

Working under the guidance of the Facility Maintenance Supervisor, the successful candidate will be responsible for assisting in ensuring that the Community Centre is kept in a clean and safe condition for public use. The successful candidate will also possess excellent communication, adaptability, and problem-solving skills. The ideal candidate must be responsible, self-motivated and be able to work independently and without supervision.

Typical Duties & Responsibilities:

- Responsible for general custodial and janitorial services;
- Responsible for setting up materials and equipment for Community Centre programs and functions;
- Responsible for building security;
- Ensuring clear access to and from the building; and
- Excellent customer service and communication skills

Required Knowledge & Skills:

- Completion of Grade 12 or an equivalent combination of skills and training;
- BSW 1 certification;
- Minimum of one (1) year work experience as a custodian;
- Knowledge of WorkSafeBC rules and regulations;
- Physically able to lift heavy objects (tables and other work related equipment);
- WHMIS certification;
- Current first aid certificate, including CPR C and AED; and
- Clean Criminal Record Check

A complete job description is available upon request.

Applications for this posting will be received until **4:00 pm Friday June 24, 2022** and should be directed to the attention of Lia Pesklevits, Executive Coordinator, by email to lpesklevits@comox.ca

We wish to thank all applicants however only shortlisted candidates will be contacted.