



## Internal/External Posting

### CASUAL RELIEF CUSTODIAN 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 \$28.21 per hour plus 12.8% in lieu of benefits including vacation and statutory holidays, sick leave and other paid leaves. 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 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 services;
- Responsible for setting up materials and equipment for Community Centre programs and functions;
- Responsible for building security;
- Ensures clear access to and from the building; and,
- Excellent customer service and communication.

#### 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 Emergency first aid certificate, including CPR-C and AED; and,
- Clean criminal record check.

**A complete job description is available at [www.comox.ca/employment](http://www.comox.ca/employment)**

Applications for this posting will be received until **4:00 pm Friday, March 28<sup>th</sup>, 2025**. Qualified applicants are invited to apply by email to [jobs@comox.ca](mailto:jobs@comox.ca)

*We wish to thank all applicants for their interest, however, only shortlisted candidates will be contacted.*

Competition 25-08-IE

Dated: March 14, 2025

**Tel: 250-339-2202**

**Fax: 250-339-7110**

**Email: [town@comox.ca](mailto:town@comox.ca)**

**Address:**

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**Comox, B.C. V9M 1R9**

**We respectfully acknowledge that we gather and work on the traditional territory of the K'ómoks First Nation, the traditional keepers of this land.**