



CUSTODIAN – SEASONAL AFTERNOON’S Corporate and Financial Services

The City of Quinte West invites applications for the position of Custodian – Seasonal Weekend and Seasonal Afternoon’s for the Corporate and Financial Services department.

Purpose and Scope:

Reporting to the Manager of Buildings & Facilities, the incumbent is responsible for the cleanliness of Quinte West owned facilities. The position is responsible for room set-up, monitoring, performing and recommending repairs/maintenance and carrying out security functions to ensure safe, clean, tidy and well-functioning facilities.

Shift Information:

The Afternoon Shift Position will commence at 12:30 noon and end at 9:00pm and will be on a Monday to Friday basis. The primary buildings involved on this shift will be but not limited to: Public Works Operation Center (OPS Center) and the Trenton Wastewater Plant. This shift consists of two 15 Minute Breaks and a ½ Hour Unpaid lunch.

Qualifications:

A minimum of one (1) year of experience in custodial services in a public facility is required. The position further requires a High School Diploma or equivalent, as well as a comprehensive knowledge of the Occupational Health and Safety Act. WHMIS, First Aid and CPR/AED training along with a Valid Class G Driver’s Licence and a safe driving record are required for the position. Demonstrated interpersonal and team skills are also necessary.

Remuneration: 2019 CUPE Salary Grid Grade 4 \$22.11/hr.

Qualified applicants are invited to visit the City of Quinte West website at www.quintewest.ca and complete the application form and email it along with a resume clearly marked: “Custodian– Seasonal Afternoon’s” in the subject line by **4:30 p.m. on Friday September 20, 2019** to: hr@quintewest.ca. Please note that we will **not** accept any hard copies.

We thank all applicants for their interest and advise that only those candidates selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and is used to determine eligibility for potential employment. In accordance with the *Accessibility for Ontarians with Disabilities Act*, the City of Quinte West is pleased to accommodate individual needs of applicants with disabilities within the recruitment process. Please call 613-392-2841 (4515) or email the above if you require an accommodation to ensure your participation in the recruitment and selection process.