

Human Resources • Memo

Date: September 8, 2021

To: All Members
The Canadian Union of Public Employees, Local 723

From: Director, Human Resources

Subject: **POSTING NO. 21-71 – Casual Custodian IVs**

Join our Team! We are looking for Casual Custodian IVs who are hard-working, positive and self-motivated to complement our highly professional, knowledgeable and conscientious staff.

Our Custodial Team provides healthy, safe and pleasant learning environments for the students of School District 72 (Campbell River). The Custodial Department is responsible for cleaning 22 facilities for over 5200 students using progressive equipment, products, and techniques.

Upon successful completion of the hiring process, you will be working on a “CALL AS REQUIRED” basis. This will be primarily an afternoon shift.

Required Qualifications:

1. Building Service Worker Level One or willingness to obtain certificate at own expense at the earliest opportunity.
2. Minimum of one year of recent full-time equivalent experience (approximately 1750 hrs.) in commercial/institutional custodial work.
3. Grade 12 Diploma preferred.
4. Valid Driver’s License.

Required Skills and Abilities:

1. Work in a safe and responsible manner.
2. Meet the physical demands of the job.
3. Establish and maintain a good working relationship with school staff, parents and students.
4. Develop a close liaison with other staff so that a team approach is fostered in the operation of schools.
5. Prioritize work on a daily basis.
6. Read, write and speak English at a proficient level.
7. Communicate clearly and effectively in a respectful manner.
8. Operate all types of cleaning equipment.
9. Follow oral/written instruction and established procedures.
10. Work from a ladder or scaffold.

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Duties will include but are not necessarily limited to:

1. Carrying out all aspects of custodial work including the use of various powered cleaning equipment.
2. Creating a clean, healthy and safe environment for students and staff.
3. Cleaning and maintaining all types of floor surfaces.
4. Collecting and removing waste and recycling from all areas.
5. Loading and unloading of vehicles; moving furniture and equipment.
6. Providing his/her own safety footwear.
7. Changing lights.
8. Securing the facility.
9. Responding to facility emergencies.

The successful applicant may be required to submit a certificate of medical fitness as a condition of employment.

Only applications with the following documentation will be considered:

1. Resume;
2. Covering letter indicating why you are seeking this position;
3. Three professional references;
4. Building Service Worker Level I certificate if available.

The rate of pay for this position is \$24.32 per hour, in accordance with the current collective agreement with the Canadian Union of Public Employees, Local 723.

Applications for this posting will be accepted on an ongoing basis
until 4:00 p.m., **December 31, 2021**. Please apply:

Online at Make a Future:

www.makeafuture.ca/campbell-river

In the event of challenges with the Make a Future website,
candidates may contact Make a Future directly for assistance
at **1-877-900-5627** or, **1-866-806-6851**.

OR

By email to: hrsupportstaff@sd72.bc.ca

We thank all applicants for their interest and advise that only those applicants selected for further discussion will be contacted or acknowledged. The successful candidate(s) will be required to complete a criminal record check.

c: P. Reid, Supervisor, Operations & Safety
G. Cooper, Head Custodian
CUPE, Local 723
Payroll & Benefits Supervisor
Payroll

