



Katzie's Maintenance team is expanding as we are looking to add a Building Service Worker and Grounds Caretaker to the group. This role will work an afternoon/evening shift to accommodate cleaning in areas that are occupied during standard working hours. This varied role can expect to have a standard cleaning regime in addition to seasonal outdoor maintenance and occasional deep cleaning requirements.

JOB DESCRIPTION: Building Service Worker and Grounds Caretaker
DEPARTMENT: Lands & Civil Service
LOCATION: RL1
REPORTING TO: Interim Maintenance Supervisor

DUTIES AND RESPONSIBILITIES

- Basic cleaning interior including, but not limited to,
 - Cleaning of horizontal surfaces by way of dusting and wiping.
 - Cleaning of floors by way of sweeping, vacuuming, mopping, scrubbing, and waxing.
 - Emptying of trash cans and other waste containers and removal of garbage.
 - Clean and disinfect bathrooms and fixtures.
 - Cleaning of vertical surfaces i.e. wash windows & interior walls
- Maintain accurate inventory of supplies and notify management when stock is low.
- Restocking of supplies in each location.
- Operate industrial vacuum cleaners to remove scraps, dirt, heavy debris, and other refuse.
- Move heavy furniture, equipment, and supplies.
- Reporting replacements and repairs as required.
- Maintain outdoor areas including but not limited too.
 - Water and tend to plants, lawns and/or gardens.
 - Use of lawn mower and weed whacker in outdoor maintenance.
 - Clean snow and ice from walkways and parking areas
- Follow health and safety regulations including safe lifting and handling techniques.

QUALIFICATIONS AND SKILLS

- Able to physically to perform the duties of the position including repetitive cleaning motions, lifting and carry up to 50lbs.
- General knowledge of hand tools and small power tools i.e. battery operated drill
- Have strong attention to detail and take pride in output of tasks.
- Previous cleaning or maintenance experience is an asset but not a requirement.
- Ability to work independently and prioritize, plan, and multitask with a sense of urgency.
- High energy with a friendly positive work demeanor.
- Values providing and receiving feedback and constructive criticism.
- WHMIS Certification an asset

OTHER REQUIREMENTS

- Reliable transportation to various job sites including the ability to transport equipment and supplies. Comfortable with winter driving is a must.



OTHER REQUIREMENTS Continued

- Minimal day-to-day supervision with high expectations of work produced.
- Expected work hours are Monday-Friday, 2:00 pm – 10:00pm

Application Deadline: Until filled

Expected Start Date: Immediate

Job Type: Full-time, Permanent

Salary: \$18.00 - \$20.00 Hourly

How to apply:

Please apply by emailing your cover letter and resume to Katzie First Nation Human Resources at careers@katzie.ca and reference **Job Number: 2023013** in the subject line.