



Bigstone Cree Nation Education Authority
Bigstone Cree Nation High School
Employment Opportunity

Custodians

Bigstone Cree Nation Education Authority is currently seeking **4** self-motivated individuals to fill Custodian positions at Bigstone Cree Nation High School. The ideal candidate is an energetic and team oriented individual with a strong work ethic. The custodian(s) will be responsible for the cleanliness and sanitation of the building on a daily basis.

Responsibilities:

- Understand and Operate all cleaning equipment and supplies.
- Have adequate knowledge of all cleaning chemicals and safe techniques for mixing them.
- Disinfect and wipe down all surface's areas including, but not limited to tabletops, desks, doorknobs and counter-tops (on top and underneath surfaces) daily.
- Disinfect and wipe computer screens, keyboards, and computer mice.
- Disinfect and wipe down table legs, desk legs and chair legs daily
- Sinks, toilets, mirrors, bathroom stall walls, hand sanitizers and paper towel racks are disinfected and wiped down daily.
- Disinfect any ledges, window panes, fire extinguisher cases, wooden beams, display case in foyer, washer/dryer, fridge, and dust blinds once a week.
- Check and replace any shortage of paper towel, toilet paper and hand sanitizer products.
- Any additional duties that may be required.

Qualifications:

- Clear Criminal record check with Vulnerable sector and clear Child Intervention Check
- To ensure quality cleaning in all areas of the job description and requirements are met for the school criteria
- Individuals are responsible for the safe, efficient cleaning and preventative maintenance of the school facilities and grounds.
- Ability to work in a team environment, as well as the ability to work with minimal to no supervision.
- Possess the Workplace Hazardous Materials Information System (WHIMIS) certificate and a valid First Aid Certificate.
- Ability to work Monday to Friday and have reliable transportation.

Closing Date: Friday, July 12, 2024

Salary: Based on a salary grid that is progressive and based on years of experience.

Please submit cover letter, resume, supporting documents and references in confidence to:

Human Resources

<https://www.bigstoneeducation.ca/careers> (PREFERRED) OR

Email: human.resources@bigstoneeducation.ca

Mail: P.O. Box 870, Wabasca, Alberta, T0G 2K0

Fax: 780-891-2178

Or drop off in person at: Suite #8 - 911 Mistassiniy Road S

*Thank you in advance to all who submitted an application,
only those selected for an interview will be contacted.*