

Nisga'a Lisims Government

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JOB POSTING

POSTED: July 20, 2012

CLOSES: August 3, 2012

POSITION: Janitor
SALARY RANGE: \$13.00 to \$17.59 dependent on qualifications and experience
SUPERVISOR: Maintenance Supervisor
HOURS: 32.5 hours per week
TERM: Permanent
LOCATION: New Aiyansh

JOB SUMMARY:

Provide janitorial duties for the upper level of the Nisga'a Lisims Government building. The Janitor must follow proper procedures to safely use, handle and store cleaning materials and maintain adequate inventory of janitorial supplies.

DUTIES:

- Clean office spaces, restrooms, common areas and meeting rooms
- Cleaning detail includes:
 - Sweeping
 - Mopping/washing floors
 - Washing walls
 - Dusting railings, furniture, artwork
 - Vacuuming carpeted areas
 - Restocking all dispensers
 - Emptying all trash containers
 - Window washing as necessary
 - Stripping and resealing floors semi-annually
 - Power washing sidewalks semi-monthly during winter months
 - Other related duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- Building Service Worker Certificate or willingness to obtain, is a requirement;
- Previous related work experience is an asset but not necessary;
- WHMIS training or willingness to obtain, is an asset;
- Ability to work evenings Monday to Friday is required.

OTHER:

- 3 recent work related references will be required.

Applicants are required to submit resume with cover letter describing their qualifications and experience prior to 5:00 pm on **August 3, 2012**. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

ALL RESUME PACKAGES MAY BE DIRECTED TO: Nisga'a Lisims Government
Attention: Human Resource Department
P.O. BOX 231, NEW AIYANSH, B.C., V0J 1A0
Fax Number: 250-633-2367
Email: hrdept@nisgaa.net