

# Custodian

<b>Employer:</b>	Ketegaunseebee Garden River First Nation	<b>Closing Date:</b>	March 23, 2023
<b>Posted:</b>	13 months ago	<b>Location:</b>	Garden River
<b>ES Job ID:</b>	13993	<b>Duration:</b>	Full Time
<b>Sector(s):</b>	Environmental Services and Cleaning, General Labour		

## Job Description:

Position: Custodian

Wage: \$16.02

Location: Administration Office

The Custodian is responsible for routine cleaning and daily maintenance of the Garden River Administration and Community Buildings, ensuring a clean hygienic environment for staff and visitors.

### Duties

- Performing routine cleaning and maintenance of Garden River First Nation Administration and Community Buildings including the duties of:
- Collecting all garbage
- Sweeping, dusting, vacuuming
- Cleaning and maintenance of washrooms
- Maintaining on going inventory of cleaning supplies and paper products and submits the list on a quarterly basis to Manager for approval and ordering
- Noting of and reporting to Manager any furnishings, materials or equipment that requires repair or replacement
- Maintaining health and safety procedures in accordance with prescribed policies
- Keeping updated on products and ordering of supplies
- Ability to work flexible hours including weekends and/or evenings
- Performing other related duties as may be required and assigned

## Required Skills:

- Required six months experience as a cleaner with the ability to follow a firm cleaning schedule;
- Related skills including WHMIS, CPR and Safe Food Handling Certificates;
- Flexibility required to keep pace with an ever-changing environment;
- Demonstrated sensitivity to and knowledge to the First Nation cultural values and traditions;
- Ability to be consistent and display a positive/helpful attitude;
- Willingness to accept changes in work practices and technology;
- Ability to work under pressure to meet deadlines;
- Ability to work independently and collaboratively as a member of a team;
- Excellent organizational skills, time management skills, interpersonal and communications skills, both oral and written;
- Ability to report for work as scheduled;
- Must undergo a criminal record check prior to employment (At Applicant Expense)

## How to Apply:

\*For a copy of the full job description please email [employment@gardenriver.org](mailto:employment@gardenriver.org) and one can be forwarded\*



**SAULT  
COLLEGE**



**Employment  
Solutions**

**YOUR JOB IS OUT THERE.  
WE'LL HELP YOU FIND IT.**

Interested applicants can email or drop off their cover letter, detailed resume, three work related references by:  
March 23rd,  
2023 @ 4:30 PM. Please address the envelope and/or email \"Custodian-2023-20\" and submit to:  
Human Resources  
Garden River First Nation  
7 Shingwauk Street, Garden River, ON P6A 6Z8  
Email: [employment@gardenriver.org](mailto:employment@gardenriver.org)  
Fax: 1-705-945-1415

The Custodian, Administration and Community Buildings, functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Garden River First Nation, and contributes to the accomplishment of the strategic priorities.

PREFERENCE WILL BE GIVEN TO GARDEN RIVER BAND MEMBERS. SELF-IDENTIFICATION IS ENCOURAGED.

We thank all applicants for their interest; however only those selected for an interview will be contacted.

**SAULT STE. MARIE**  
[WEBINQUIRYSSM@SAULTCOLLEGE.CA](mailto:WEBINQUIRYSSM@SAULTCOLLEGE.CA)  
705.945.0705

477 Queen Street East, Suite 203  
Sault Ste. Marie, ON P6A 1Z5

**BLIND RIVER**  
[WEBINQUIRYBR@SAULTCOLLEGE.CA](mailto:WEBINQUIRYBR@SAULTCOLLEGE.CA)  
705.356.1611

1 Industrial Park Road, Suite 205  
Blind River, ON P0R 1B0



**SAULT  
COLLEGE**



**Employment  
Solutions**

**Canada**

**EMPLOYMENT  
ONTARIO**

**Ontario**