



**Lax Kw'alaams Band**  
206 Shashaak Street,  
Lax Kw'alaams, B.C. VOV 1H0  
PH: 250-625-3293 F: 250-625 -3246

## **JOB OPPORTUNITY**

### **On-Call Janitor Recreation Centre/ Band Office**

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**Date Classified: April 18, 2024**

**Location: Lax Kw'alaams, BC**

**Business Unit: Recreation Centre**

**Reporting to: Director of Recreation  
CFO Band Office**

The Lax Kw'alaams Band Office and the Recreation Centre have an immediate opening for a casual and on-call Janitor. You are expected to be self-motivated, self-directed and take the initiative in the tasks that need to be completed in a timely manner. The position will be required to be available for work on weekends and weekday/ evening shifts.

#### **Duties and Responsibilities will include but not be limited to:**

- Empty wastebaskets, dust shelves, window sills, office desks and all other surfaces; wash and wipe down marks on walls.
- Sweeping, mopping and vacuuming floors
- Monitor and ensure that the building premises are locked, secure and safe during unoccupied hours.
- Dust and polish tables, wash, dry and stack coffee cups left in the kitchen. Sanitize surfaces in the kitchen areas.
- Wipe the exterior of the fridges; make sure coffee pot(s) are off and cleaned; wipe down counters.
- Clean and disinfect washroom and fixtures, including stocking adequate soap, towels and other supplies
- Keep the exterior of the building free of garbage, keep stairs and decks free of debris.
- Keep all entrances free of snow and other debris and immediately report hazards to the supervisor
- Act promptly to treat slippery conditions with compounds to eliminate or minimize hazardous conditions when they exist
- Seasonal cleaning (fall and spring) includes stripping and waxing the floors, cleaning the fridges and stoves, emptying and wiping down cupboards and other tasks identified by the Supervisor or a designate. Clean the windows inside and outside
- Ensure that custodial supplies' inventory is adequate and up to date; provide ordering requirements to the Supervisor
- Perform other tasks within the scope of the position.

**Qualifications:**

- High School Diploma or equivalent preferred.
- A minimum of three (3) years of experience in a similar role; previous experience with small equipment repair is an asset.
- Knowledge of the safe application of chemicals and products used in cleaning and sanitizing; WHMIS Certificate.
- Highly motivated and able to work independently; must be able to schedule and prioritize work.
- Ability to multi-task and establish priorities.
- Able to deal with people sensitivity, tactfully, diplomatically, and professionally at all times.
- First Aid skills and/or certificates are considered assets.

**Working Conditions**

- Ongoing exposure to dust, chemicals, unsanitary conditions; ongoing physical activity like mopping, sweeping, scrubbing, lifting, bending and stretching; physical ability to lift up to 50 lbs.; ability to stand for long periods.
- Ability to bend and crouch; work both indoors and outdoors
- Hazards associated with the trade, including exposure to common chemical cleaners.
- Ability to demonstrate a commitment to embodying a healthy lifestyle.
- The successful candidate may be asked to provide a current Criminal Record Check, including a Vulnerable Sector Screening as a condition of employment.
- Remain in full compliance with all public health orders and Band policies.

**Compensation & Benefits**

- Wages will be \$24.49 hour or as per collective agreement
- This is a CUPE Union position and is open to all genders

**Submission Deadline:**

- Open until filled
- Pursuant to Section 41 of the BC Human Rights Code, preference may be given to applicants of Indigenous Ancestry.
- We invite all interested parties to reply in the strictest confidence to the Human Resources Department: [hr\\_mgr@laxband.com](mailto:hr_mgr@laxband.com)