



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION
EMPLOYMENT OPPORTUNITY
HILLSIDE CUSTODIAN – SHORT TERM (2 YR)

PROGRAM AREA:	EDUCATION SERVICES
POSITION TITLE:	HILLSIDE CUSTODIAN
REPORTING PROTOCOL:	REPORTS TO THE HILLSIDE PRINCIPAL OR DESIGNATE

POSITION SUMMARY: The Hillside Custodian will be responsible for the custodial services and ensuring the general caretaking, cleaning, sanitizing and maintain of Hillside School area are maintained in a healthy, safe and sanitary manner.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Secondary school diploma is the minimum requirement, plus relevant experience relating to the position.
- 2 years of recent custodial experience.
- Working knowledge of sanitation and safety procedures.
- Previous custodian experience, preferably at a business or institution.

SKILLS REQUIRED:

- Must be physically able to perform heavy cleaning duties, including bending and lifting.
- Read and understand Material Safety Data Sheets with instructions.
- Ability to effectively communicate both verbally and in writing.
- Ability to work under pressure.
- Time Management – organizes timelines; keeps schedules; be punctual.
- Ability to maintain good working relationships with other custodians, school staff, students and public.
- Professionalism - Demonstrates professional standards of conduct when interacting between individual community members and service agencies.
- Ability to arrange an effective work schedule under a minimum of direct supervision.
- Working knowledge of materials, equipment and chemicals used in janitorial work.
- Commitment to Health and Safety - Works in compliance with all applicable health and safety legislation and established policies and procedures.
- Being a positive role model through healthy lifestyles.

WORK CONDITIONS

- Potential for exposure to infectious illnesses.
- Safety precautions due to proximity with contagious diseases.
- Occasional overtime.
- Hours of work: 2:00pm to 10:00pm

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy,

section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.

- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME
BY CLOSING DATE – DECEMBER 5TH, 2024

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: **HR – Hillside Custodian Short Term**
Email to: hr.assistant@kettlepoint.org
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1
Fax: 519-786-2108

*A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT