



WE ARE

**HIRING!**

**JANITOR – HOLLOW WATER COMMUNITY**

**SOUTHEAST  
CHILD & FAMILY SERVICES**

**Duties & Responsibilities:**

The Janitor maintains the cleanliness of the facility in compliance with the applicable standards and is responsible for the following:

- Ensures the general upkeep of the facility such as cleaning floors, washrooms, windows, dusting, collects and disposes of garbage, vacuums, spot washes accessible walls
- Checks, cleans, moves, arranges, and dusts furniture as required
- Checks doors and windows to ensure building security
- Reports safety concerns and repair issues (i.e. furniture and fixtures)
- Restocks washroom supplies
- Performs other duties as assigned

**Qualifications:**

- A valid driver's license and a reliable vehicle (if applicable)
- Satisfactory Criminal Record; Child and Adult Abuse Registry; and, Prior Contact Check
- Fully immunized against COVID-19 as of October 31, 2021

**Physical Requirements:**

- The performance of the job requires frequently operating industrial cleaning equipment and tools, mopping/sweeping, bending/twisting/lifting/etc.
- Lifting up to 50 pounds

**Application Process: (Posting: 2021-73) Salary: \$18.00 per hour**

**Closing Date:** December 24, 2021 (or open until filled)

Please forward your résumé, cover letter, and three (3) references to [hr@secfs.ca](mailto:hr@secfs.ca)

Preference will be given to Southeast members and Indigenous (First Nations, Métis or Inuit) candidates meeting the position requirements. All Indigenous applicants are asked to self-declare within their cover letter. We thank all applicants; however, only those candidates selected for an interview will be contacted.

**We offer exceptional salaries, life insurance, pension, health/vision/dental, leave benefits**