

We're Recruiting For...

Custodial Services Workers

Reporting to the System Administrator, the Custodial Services Workers (Service Worker I) is responsible for the cleaning and care of Confederation Centre of the Arts premises. The Service Worker I maintains the Centre in a sanitary, orderly, and attractive condition.

The Service Worker I is responsible for a wide range of duties including but not limited to:

- Sweeping, wet mopping, scrubbing hard surface floors and stairways
- Stripping and re-applying floor waxes and polishes
- Vacuuming and shampooing carpeted floors
- Dusting and washing various surfaces including walls, woodwork, windows, shelves, and cupboards
- Cleaning and disinfecting washroom areas and fixtures
- Dusting and vacuuming seats, chairs, drapes, other upholstery and furnishings
- Collecting garbage and placing it in a central disposal unit
- Cleaning equipment used in performing custodial duties
- Arranging furniture and equipment in an orderly manner
- Replenishing supplies including paper towels, toilet paper, liquid soaps
- Assisting other employees and performing other duties as needed

Applicants should possess the following qualifications:

- High School diploma or equivalent
- Demonstrated ability to thrive in a fast-paced environment
- Ability to sustain, occasionally considerable, physical effort
- Ability to handle average, occasionally heavy, materials
- Ability to handle continuous physical activities including walking, bending, reaching, pushing, pulling, working at heights, lifting, and carrying
- Ability to adhere to safe handling and work practices, and use personal protective equipment
- Ability to work with chemicals, cleaners, disinfectants

- Ability to read and comprehend various labels, safety instructions, policies and process guidelines (English)
- Commitment to safety for self and others through the identification of hazards, mitigate risks, and/or report concerns to supervisor as needed
- Ability to work independently and within a team environment
- Strong time management and attention to detail
- Ability to interact with the public and internal stakeholders in a professional manner

How To Apply

Interested candidates should submit their résumé and covering letter, detailing their qualifications as they relate to the position, to the attention of Mike Clements, System Administrator by email at mclements@confederationcentre.com or in hard copy during regular business hours at the Security Desk of the Administration Offices located at 145 Richmond Street in Charlottetown.

We appreciate the interest of all applicants for this position. However, only candidates selected for an interview will be contacted.

Closing Date: Sunday, August 18, 2019

Confederation Centre of the Arts is committed to providing equal opportunities in employment. We welcome and encourage applications from people with disabilities and upon request will accommodate candidates taking part in all aspects of the recruitment and selection process.