Algonquin Lakeshore
Catholic District School Board

INTERNAL Job Posting Number:

CUPE#113-19-20-CT

Job Title:

CARETAKER I

This position is open to ***permanent members*** *of CUPE Local #1479 only*

Location	Site	FTE	Assignment
Amherstview, Ontario	**Our Lady of Mount Carmel Catholic School**	**1.0 FTE**	**Effective date to be determined.** **8 hours per day, 5 days per week** **3:00pm – 11:30pm**

Duties include the day-to-day services involved with maintaining an acceptable level of cleanliness within the building. Ensures that the area of responsibility is clean, safe and healthy so that it meets the needs of staff and students.

Qualifications:

- High School Diploma or equivalent work-related experience.
- 3 to 6 months caretaking experience;
- Experience using various equipment (lawn tractor, hand tools, floor machines, auto scrubbers);
- Knowledge of Occupational Health and Safety Act, WHMIS, Fire Safety Standards and procedures, as well as security procedures;
- Working knowledge of HVAC equipment.
- Excellent organizational skills;
- Physical ability to perform the duties of the position;
- Excellent interpersonal skills;
- Proven ability to read and write English;
- Ability to lift maximum 25 kg. (55 lb.).

Salary/ Range:

$18.63 - $21.96 per hour

Application and Requirements:

Applicants must submit a cover letter and resume quoting the job posting number in the subject line to work@alcdsb.on.ca

151 Dairy Ave, Napanee, ON K7K 4B2
Tel: 613.354.2255 **Auto Attendant:** 613.354.6257
Toll Free: 1.800.581.1116 **Fax:** 613.354.0351

Closing date: July 21, 2020 by 4:00 p.m.

Due to current board office closure, applications can only be accepted by e-mail

While we thank all those who have applied, only those candidates selected for an interview will be contacted.

We are committed to inclusive and accessible employment practices. In compliance with the Accessibility for Ontarians with Disabilities (O.D.A.) the Algonquin and Lakeshore Catholic District School Board welcomes and encourages applications from people with disabilities. We will make the necessary accommodations for applicants with disabilities to support all aspects of the recruitment process. Please contact the Human Resources Department if you require assistance with any accommodations.