



Elsipogtog First Nation - Education Authority

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Job Posting - Custodian

We are looking for a Custodian to clean and care for our school. Work involves maintaining assigned premises in a clean and orderly condition.

Accountability: This position is accountable to and reports to the Facility Manager.

Start Date: September 2024

Key Functions and Responsibilities:

- Maintain assigned area to an acceptable level of cleanliness
- Clean, dust, vacuum, mop, scrub, wax, spray, dust and sweep all surfaces such as floors, walls, furniture, ceilings, fixtures, windows, glass partitions and equipment
- Clean and disinfect washrooms and replace washroom supplies
- Empty waste receptacles, and paper recycle bins for classrooms
- Shovel snow and remove ice from school entrances, maintaining school grounds, mowing lawns and generally assuring the security of school premises while they are not in use
- Other duties as required

Qualifications & Expectations:

- Completion of Grade 12 or equivalent (GED)
- Proven ability to organize and carry out assigned custodial duties
- Ability to cordially work with the public and school staff
- Ability to adapt to changing circumstances, plans and schedules to meet unforeseen circumstances
- Good physical condition is required

Working Conditions/Occupational Requirements:

This position requires standing or walking for extended periods of time. Must be able to lift and carry supplies (up to 40lbs), climb and work from ladders, and work in a highly active physical environment.

*All employees are required to hand in a Criminal Record Check and completed Policy 701 questionnaire

Deadline to apply: June 15, 2024

To apply, please send cover letter and resume to: jennifer@elsipogtogschool.ca

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