



## Custodian – Infrastructure & Development Services

Permanent, Part-Time (Up to 17 hours per week)

**Job Posting: 63-2019**

**Posted: August 27, 2019**

<b>Duties</b>	<ul style="list-style-type: none"> <li>• Responsible for routine cleaning and maintenance of municipal buildings and offices</li> <li>• Performs general cleaning and custodial duties to ensure buildings are clean and safe</li> <li>• Cleans floors by sweeping, mopping, scrubbing or vacuuming them</li> <li>• Strips, seals, finishes and polishes floors as required</li> <li>• Cleans and supplies restrooms</li> <li>• Dust/wipes/cleans desks, furniture and equipment</li> <li>• Operates cleaning equipment and handles cleaning materials and supplies</li> <li>• Provides assistance to building users, including event set-up and take-down</li> <li>• Monitors building security and safety by performing such tasks as locking doors after operating hours, checking electrical appliances, monitors fire alarm, sprinkler and electrical alarm systems</li> <li>• Performs indoor and outdoor repair and maintenance duties as required</li> <li>• Gathers and removes garbage and recycling for collection</li> <li>• Assists in maintaining a safe work environment</li> <li>• Performs other related duties as assigned.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Secondary School Graduation Diploma</li> <li>• Up to one month related professional experience</li> <li>• Ability to meet screening requirements, including successful completion of a Criminal Reference Check</li> <li>• Shift work may be required</li> <li>• Capable of heavy lifting and working independently</li> </ul>
<b>Department/Division</b>	<b>Infrastructure &amp; Development Services/Development Services</b>
<b>Reporting to</b>	Chief Building Official
<b>Hourly Rate</b>	\$23.46 - \$24.95
<b>Closing Date/Time</b>	<b>Wednesday, September 11, 2019 @ 4:30 p.m.</b>

**To apply for this position:**

- Please submit a resume, clearly outlining your qualifications and experience, and quoting the job posting number.
- Applications can be submitted by email to [hr@stratford.ca](mailto:hr@stratford.ca). Please do not submit duplicates.
- Please include the Job Posting Number in the message subject line. Attachments should be in Microsoft Word or PDF format.

**Accommodations** are available for people with disabilities for all aspects of the recruitment process.

Applicants should make their needs known in advance.

While we appreciate all applications received, only those selected for an interview will be contacted.

Personal information collected in response to this advertisement is collected under the authority of the Municipal Act, 2001 to determine eligibility for employment with the City of Stratford. Please direct inquiries to the Human Resources Department at 519-271-0250 x 274.