



Little Red River Cree Nation

P.O. Box 30, John D'Or Prairie, Alberta T0H 3X0

Phone: 780-759-3912 Fax: 780-759-3780

Employment Opportunity

CUSTODIAN – FOX LAKE – BAND OFFICE

The Little Red River Cree Nation Public Works is currently seeking to fill one (1) custodian position for the main administration office (Band Office) in the community of Fox Lake. This is a full-time position with benefits.

Duties and Responsibilities:

- Clean, dust, vacuum, mop, wash, scrub, seal, wax, spray, buffer, disinfect, brush, and sweep all surfaces such as floors, walls, furniture, and glass partitions.
- Replenish paper supplies and hand soaps in all washrooms.
- Empty waste receptacles, ensuring to maintain all receptacles in a clean and sanitary condition.
- Ensure to dispose of all waste to the main designated receptacles located outside the building.
- Clean and disinfect sanitary fixtures, including toilets, urinals, sinks, etc.
- Ensure to wear all personal protective equipment as maybe required.
- Ensure the safe use of any required equipment utilized for the purpose of custodial duties, such as but not limited to wax machines, buffers, etc.
- Other duties as maybe required.

Qualifications:

- Minimum requirement is a high school diploma or one (1) year relevant experience in the field of custodial work.
- Must have the ability to lift up to fifteen (15) pounds.
- Must have excellent inter-personal skills and ability to work independently or within a team setting.
- Must provide a clear criminal record check.
- First Aid and WHMIS certification is considered an asset.

Deadline: Thursday March 18, 2021 5:30pm

Please submit cover letter and resume to:

Dwayne Laboucan

Public Works Management

Phone: 780-759-3912 Fax: 780-759-3780

Email: dwaynel@lrrcn.ab.ca

Only applicants meeting the criteria outlined above will be contacted for an interview. We thank all applicants in advance.