



WOODLAND
CULTURAL CENTRE

JOB POSTING

Posting Period: March 23 – April 6, 2022 @ 4:00 p.m.
Position: Weekend Custodian, Part Time
Job Status: Contract until March 31, 2023
Hours of Work: 14 Hours per week, Saturdays & Sundays, 10 am to 5 pm
Holiday security checks required. Some weekdays and evenings required as necessary.
Hourly Range: \$15.00 - \$16.78 per hour dependent on experience

SUMMARY

Reporting to the Building and Grounds Maintenance, the Weekend Custodian will perform custodial duties on weekends and holidays and some weekdays/evenings as required. The position start date is as soon as possible.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Completes systems and security checks for both buildings on site as well as the grounds.
- Responsible for ensuring the buildings are secure and locked at end of day.
- Monitors surveillance camera equipment and footage for both buildings, and saves footage from the camera systems as needed for any incidents.
- Performs cleaning functions specific to the assigned facilities and/or based on seasonal/project requirements.
- Performs snow removal, ice removal and spreading ice melter, lawn mowing, garden care and other grounds maintenance.
- Completes general, routine custodial duties, to include disinfecting, dusting, mopping, vacuuming, cleaning restrooms, and restocking paper and soap supplies.
- Empties trash receptacles, disposes trash into compactors and/or dumpsters, and bags trash for proper disposal.
- Performs routine maintenance to custodial equipment and supplies.
- Reports needs and concerns to appropriate staff, which may include submitting or recommending work orders and checking supply levels.
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- Performs miscellaneous job-related duties as assigned.

REQUIRED: Considerable physical activity. Requires heavy physical work; heavy lifting, pushing, or pulling required of objects weighing over 50 pounds. Valid license required. Knowledge of operating a lawn mower and tractor or willingness to learn.

184 MOHAWK ST. BRANTFORD, ON. N3S 2X2
WOODLANDCULTURALCENTRE.CA
519-759-2650



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SUBMISSION PROCESS:

All applicants for this position MUST SUBMIT a cover letter, resume, and three references.

All applicants for this position must submit a complete application with all parts mentioned above. Applications which are missing any of the necessary documents as listed will be considered incomplete.

Preference will be given to applicants of Indigenous heritage.

The Woodland Cultural Centre welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Closing Date: April 6, 2022 at 4:00 pm

If interested, please send cover letter and resumé with references to:

Woodland Cultural Centre
184 Mohawk Street, Brantford, ON, N3S 2X2

Administrative Assistant
(519) 759-2650
administration@woodlandculturalcentre.ca

Please Note:

- Only those applicants who meet the qualifications will be contacted for an interview
- Police Record Check will be required at the time of Offer of Employment

Nia:wen/Thank You

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