



# Beausoleil First Nation

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Repost: November 23, 2021

## Relief Custodian

The Beausoleil Day Care Center/Mna Bmaadzijig and CIES are looking to hire a relief custodian to work with the custodian at the Day Care Center and Mna Bmaadzijig and CIES. Preference will be given to applicants who are of Aboriginal Descent.

### Minimum Qualifications:

- Ability to take direction and work independently
- Communicates effectively while conducting safe and conscientious work habits
- Valid driver's license an asset
- W.H.M.I.S. and CPR/First Aid Certification as an asset (will provide training)
- Clean CPIC and VSS
- Knowledge of proper cleaning activities and safe operation of cleaning and other outdoor equipment
- Physical ability to perform tasks that require a moderate level of exertion
- Able to work flexible hours if needed (morning, lunch shift and evenings)

### Duties:

- Maintain grounds
- Vacuum, sweep, wax, or mop floors, mats, rugs etc.
- Ensure all exits are clear of obstruction at all times (every season)
- Clean and disinfect washrooms (daily) and re-stock supplies as necessary.
- Clean, dust or disinfect surfaces and tops of furniture and equipment
- Empty waste baskets and recycling, and remove contents to appropriate disposal area
- Wash windows and spot clean interior glass, walls, partitions,
- Ensure storage areas are kept neat and orderly, all supplies and cleaning material are stored in their proper place, and keep MSDS sheets current
- Perform minor repairs /assemble furniture or other duties as directed by supervisor.
- Inform supervisors of any damages, deficiencies, or need to replenish materials and supplies
- Record attendance and log tasks done each day.

**Salary:** \$17.00/hour

**Hours of Work:** 35 hours/ week Monday- Friday

**Closing Date:** Application shall be submitted in confidence to the Front Desk receptionist, Beausoleil First Nation. Friday December 3rd, 2021

Attention: Nancy Assance, Director of Education

**Immediate Supervisor:** Child Care Supervisors  
CIES Principal

**Functional Supervisor:** Nancy Assance

Applications shall be delivered to the Education Department at the Beausoleil First Nation Administration Building. Applications must consist of the following: **Cover letter, current resume and contacts for at least one reference.** Your application package must be clearly marked with your name and the position you are applying for. Faxed or e-mailed applications are acceptable; however, applicants selected must present the original signed letter of application when requested.