



huu ayahT

ANCIENT SPIRIT, MODERN MIND

Job Posting

Term Position: Building Service Worker (3 to 6 month term)

Scope: up to 60 hours Bi-weekly with Flexible work schedule

Hourly wage: \$25

Location: Anacla (Bamfield) Government Office

Key Accountabilities:

- Maintaining the cleanliness of HFN's office building.
- Thoroughly sanitizing on a daily basis
- Promoting a performance-focused environment in alignment with the HFN's values, culture and business goals.

Job Duties:

- Daily sanitizing all public surfaces i.e. Door handles, keyboards, railings, glass surfaces, telephones, desktops, counters, bathrooms, tables and chairs.
- Keeps the staff room and kitchen area sanitized and clean.
- Keeps the floors and walkways swept, waxed, mopped or vacuumed.
- Sanitizes bathrooms, refilling paper and hygiene products.
- Gathers and disposes of garbage, washes dishes, cleans windows, keeps appliances clean, dusts and cleans light fixtures
- Cleans windows indoor and outdoor.
- Other duties as assigned by your supervisor.

Education and Experience Requirements:

- Previous janitorial experience an asset but willing to train.
- Works well in a team environment
- Willing to do a Criminal Records Check
- Must be reliable, diligent, and accountable for time and actions on the job.

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted. Please email your covering letter & resume to HR@huuayaht.org by fax 250-728-1222. Please quote Building Service Worker Job Posting. Closing date for this position is May 1, 2024, at 4:00 pm.