



## RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

Requires

# CASUAL CARETAKERS

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**STATUS:** CASUAL (to cover short-term absences of the permanent & temporary caretakers)  
**HOURS:** As required  
**SALARY:** \$17.69 per hour  
**LOCATION:** Various Schools throughout the Board

**JOB SUMMARY:** Under the direction of the Manager of Plant Services or designate, these casual position(s) offer a wide range of cleaning and general maintenance duties, including, but not limited to the following:

- Responsible for the cleaning of the school, ensuring through inspection that standards of cleanliness are maintained;
- Perform monthly fire extinguisher checks and record;
- Perform maintenance of grounds, including the removal of snow/ice, lawn care, watering (does not pertain to all schools), etc., during season;
- Security of the building as required;
- Observing and reporting safety violations; actively participating in emergencies;
- Other related duties assigned.

**QUALIFICATIONS:**

- One year of experience in commercial/institutional janitorial work;
- The ability to lift in excess of 25 lbs;
- A good command of verbal and written English;
- The ability to handle multiple priorities efficiently and effectively;
- Training in and experience with WHMIS is an asset;
- Strong interpersonal and excellent organizational skills.

**CLOSING:** All interested applicants must submit an updated resume including details of qualifications and experience to:

**HEATHER FRANCIS – HUMAN RESOURCES STAFFING LEAD**

**Renfrew County Catholic District School Board**

**499 Pembroke Street West Pembroke, ON K8A 5P1**

**Email: [hr@rccdsb.edu.on.ca](mailto:hr@rccdsb.edu.on.ca)**

It is imperative that all **NEW** applicants to the Board submit an **ORIGINAL** current, satisfactory **Vulnerable Screening Criminal Background Check** prior to commencement of employment.

*We thank all candidates for their interest; however, only those selected for an interview will be contacted*

RCCDSB– Is committed to barrier-free selection processes and therefore if contacted for this position, you should advise the HR Department in a timely fashion of the accommodation measures required to enable you to be assessed in a fair and equitable