



## RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

Requires

### Summer Students- Plant Department

**LOCATIONS:**

St. Mary's, Deep River  
St. Francis of Assisi, Petawawa  
Holy Name, Pembroke  
Our Lady of Lourdes, Pembroke  
Bishop Smith Catholic High School, Pembroke  
St. Joseph's, Arnprior  
St. Joseph's Catholic High School, Renfrew  
St. John Bosco/St. Andrews, Barry's Bay/Killaloe  
St. Anthony's, Chalk River  
Our Lady of Grace, Westmeath

**STATUS:**

Temporary

**HOURS:**

To be determined, depending on the needs of each individual school

**DATE REQUIRED:**

July 4, 2017 – August 31, 2017

**SALARY:**

\$11.90 - \$12.40

**UNION AFFILIATION:**

Non-Union

**RESPONSIBILITIES:** Under the supervision of the Manager of Plant Services, the summer student will provide general custodial assistance to the Plant Department.

**OTHER DUTIES INCLUDE:**

- Wipe and dust the furniture and other hard surfaces
- Vacuum and clean the carpets
- Sweep, mop and help strip and wax floors
- Collect and dispose of trash
- Clean and disinfect bathrooms
- Ability to perform required physical tasks, including climbing ladders, pushing, pulling, lifting and carrying moderate and heavy loads, including janitorial equipment, furniture, materials/supplies, pails of water/wax and bags of garbage
- Other duties as assigned

**QUALIFICATIONS:**

- Proof of enrolment in secondary or post-secondary studies for September 2017
- 15 years of age or older.
- Self-motivated, critical thinking team player with excellent organizational and inter-personal skills.

All interested applicants must submit a cover letter with an updated resume stating qualifications, experience and references **no later than 12:00 Noon on Friday, May 19, 2017** 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)

**In your application please state which School(s) you are applying for**

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 manner.

Dave Howard  
Chairperson

Michele Arbour  
Director of Education