



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

REQUIRES

Summer Students- Plant Department

LOCATIONS:	St. Mary's, Deep River (2) St. Francis of Assisi, Petawawa Holy Name, Pembroke (2) Our Lady of Lourdes, Pembroke Bishop Smith Catholic High School, Pembroke (2) St. Joseph's, Arnprior (2) St. Joseph's Catholic High School, Renfrew (2) St. John Bosco/St. Andrews, Barry's Bay/Killaloe Our Lady of Grace, Westmeath
STATUS:	Temporary
HOURS:	To be determined, depending on the needs of each individual school
DATE REQUIRED:	July 3, 2019 – August 31, 2019
SALARY:	\$15.28
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 2019
- 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 31, 2019** to:

KATRINA S. BURGESS
HUMAN RESOURCES STAFFING LEAD
Renfrew County Catholic District School Board
499 Pembroke Street West Pembroke, ON K8A 5P1
Email: kburgess@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.