



INTERNAL/EXTERNAL JOB POSTING

CARETAKER - LAGLACE

The Caretaker is responsible for the efficient delivery of general grounds services and minor upkeep services for assigned maintenance projects.

Knowledge, Skills, and Abilities:

- Snow removal from around our facilities
- Preparing, planting, and maintaining flowerbeds
- Grass cutting and trimming
- Garbage cleanup from grounds and parking lot areas
- Assistance with painting projects
- Perform minor maintenance in and around units
- Other duties as assigned
- A congenial personality who enjoys working with and for the elderly and low-income families and individuals
- Knowledge of basic equipment maintenance & be able to physically able to operate maintenance equipment
- Ability to work with very limited supervision
- Good communication and organization skills
- Must be physically fit and able to bend, lift and climb
- Must be physically able to operate maintenance equipment

Minimum Qualifications:

- WHMIS, First Aid, and CPR certification preferred
- Successful Completion of a Vulnerable Sector Criminal Record Check
- A genuine interest and empathy for the care of senior citizens and low-income families
- Valid Class 5 driver's license and clean driver's abstract

Initial Location of Work:

Based out of the main Facilities office for all locations
May be required to work at other sites

Initial Hours of Work:

7:00 am – 3:00 pm, 7.5 Hour Shift Monday through Friday - 12 Hrs./per Pay Period, With an Expectation to Work Additional Hours as Required

Pay Range & Benefits:

\$25.03 per hour

Start Date:

As Soon As Possible

Apply to:

Wes Jacobs, Facilities Manager Grande
Prairie, AB
Phone: (780) 532-3276 Fax: (780) 882-6774
Resumes@grandespirit.org

Deadline for Submissions:

Monday, November 12, 2024 @9:00 am

Opening Posted:

Tuesday, October 29, 2024 @ 9:00 am