



INTERNAL/EXTERNAL JOB POSTING

GENERAL SERVICES (DAY) PART-TIME (PERMANENT)

Position: Part-Time Permanent

Location: Lakeview (Clairmont)

Schedule: Days 8:00am – 4:00pm

Shift schedule varies from Sunday to Saturday, 60 hours per pay period

(May be required to work other shifts)

Compensation: \$22.35 to \$25.89 per hour

Role Overview

The General Services worker is responsible for the efficient delivery of housekeeping, resident, and food services in senior housing facilities.

Key Responsibilities & Requirements:

- **Knowledge:** Knowledge of cleaning equipment and chemicals.
- **Communication:** Good communication skills.
- **Service Excellence:** Patience, time management skills, and the ability to work independently.
- **Customer Service:** Ability to maintain a harmonious relationship with staff and public; and a congenial personality who enjoys working with and for the elderly.
- **Physical Capability:** Must be physically fit and be able to bend, lift and climb; and capable of working independently for long periods. Must also be capable of ordering and receiving groceries, as well as stocking and maintaining inventory of food and non-food supplies.
- **Flexibility:** Able to be comfortable filling in as Team Lead.
- **Ability:** Ability to stay calm in emergency situations, and able to carry out responsibilities listed in the General Services description.

Qualifications:

- **Education:** Completion of High School Diploma or equivalent is an asset
- **Experience:** Housekeeping and Food Services experience, willingness to learn
- **Certifications:** Food Safe, WHMIS, First Aid, and CPR certification preferred
- **Clearance:** Clear Vulnerable Sector Criminal Record Check
- **Assets:** A genuine interest and empathy for the care of senior citizens

Compensation & Benefits

We offer a competitive compensation package, including extended health and dental benefits, with mandatory enrollment in life insurance and long-term disability programs.

How to Apply: Please submit your resume to resumes@grandespirit.org

Submission Deadline: Tuesday , July 28, 2026 @ 9:00 am