



INTERNAL/EXTERNAL POSTING

CAREER OPPORTUNITY

Caretaker

Position: Temporary Full-Time (contract to March 2027)

Location: Grande Spirit Foundation (Service across assigned housing portfolio)

Schedule: Monday–Friday | 7:00 am – 3:00 pm (7.5-hour shifts)

Compensation: \$27.03 - \$31.43 per hour

Role Overview

The Caretaker is responsible for the upkeep and maintenance of our facility grounds and assisting with general site projects. This is a hands-on role that requires a motivated individual who takes pride in maintaining a safe, clean, and welcoming environment for the seniors and families we serve.

Key Responsibilities & Requirements

- **Grounds Maintenance:** Execute seasonal tasks, including snow removal, grass cutting, trimming, and ongoing litter/debris cleanup in parking lots and common areas; planting, and maintain flowerbeds.
- **General Maintenance:** Assist with painting projects and perform minor repairs in and around housing units.
- **Equipment Care:** Operate and perform basic maintenance on landscaping and maintenance equipment safely and efficiently.
- **Operational Readiness:** Ability to work independently with limited supervision.
- **Physical Capability:** Ability to meet the physical demands of the role, including regular bending, lifting, and climbing.
- **Service Excellence:** Exceptional patience, communication, and organizational skills, with a professional approach to interacting with residents and staff.
- **Flexibility:** Availability for weekend morning snow removal and occasional overtime as required.

Qualifications

- **Education:** High School Diploma or equivalent is an asset.
- **Experience:** skilled experience in the building/construction industry
- **Assets:** Willingness to pursue further training
- **Requirements:** Valid Class 5 driver's license with a clean driver's abstract.
- **Certifications:** WHMIS, First Aid, with CPR.
- **Clearance:** Must successfully complete a Vulnerable Sector Criminal Record Check.

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