

POSITION TITLE:	Custodial Worker	POS. NO:	3067
DEPARTMENT & DIVISION:	Parks and Recreation/Recreation	EFFECTIVE DATE:	July 15, 1998
REVIEWED OR AMENDED DATE:		APPROVED BY:	Manager of Recreation Services

POSITION FUNCTION

Perform custodial functions in buildings and associated areas.

KEY DUTIES

Perform routine cleaning services in Arena, Curling Rink and lobbies; monitor, clean and disinfect change rooms, washrooms, activity rooms, lockers and hallways; set up rooms for functions; unload and move shipments of materials and supplies; handle various cleaning materials; maintain garbage disposal; maintain high level of cleanliness of various public rooms; make minor repairs to ice and move goals during ice clean ups. Work in the Recreation Centre may entail cleaning of washrooms, pool and changeroom areas, multipurpose rooms, etc.

Work closely and cooperatively with Program Staff, Food Services, and Cashier personnel to ensure high quality service provided to the public.

Respond to enquires from the public by providing general information.

Perform related duties where qualified.

INDEPENDENCE

Work is performed following assigned duties and requests for service under Building Maintenance staff directions.

Work is reviewed daily by Building Maintenance staff.

Problems involving deviations from established procedures are reported to Building Maintenance staff.

WORKING CONDITIONS

Physical effort:

Lift and move heavy materials and equipment. (occasional)

Mental effort:

Deal with unruly or abusive people; deal with multiple requests for service. (occasional)

Visual/auditory effort:

Normal.

Work environment:

Recreation and Sports Centres

Work with cleaning compounds, disinfectants, exposure to body fluids, hot cold environment.
(frequent)

KNOWLEDGE, KEY SKILLS, AND ABILITIES

Model the Township's core values in all program activities.

Some knowledge of basic hand tools and power equipment.

Understand and discuss job related matters.

QUALIFICATIONS

Formal education, training, and occupational/professional certification:

High school graduation.

Current and valid Class 5 B.C. Driver's Licence.

Experience:

or an equivalent combination of education and experience.

OTHER

Length of time to become familiar with job duties and responsibilities: up to 3 months. May be requested to substitute in a more senior position.