

CUSTODIAN

Full-time, Permanent at 1.0 FTE

As a Custodian, you are responsible for keeping the assigned building clean and tidy. In this position, you work with basic cleaning tools and equipment, while ensuring the equipment is kept in working order. As an integral part of the CMU community, you help create a welcoming environment for students, visitors, faculty, and staff.

KEY AREAS OF RESPONSIBILITY

Daily Cleaning Tasks

- Vacuum floors in designated areas.
- Clean washrooms.
- Sweep and wash floors.
- Taking out garbage, recycling, and compost.
- Wash windows.
- Dust.
- Wipe tables and desks.

Facility Set up

- Ensure classrooms are set up prior to class start time.
- Assist with office set ups as needed.
- Assist Facilities staff setting up venues for events.

Seasonal Maintenance

- Clear entrances of snow.
- Monitor ice at entrances during the winter.
- Sweep leaves and other debris away from entrances.
- Wax floors during summer months.

General Upkeep

- Periodic building maintenance and upkeep.
- Follow and adhere to safe work practices to ensure building cleanliness and safety.

WORKING CONDITIONS

Custodians are required to perform tasks that involve physical activity including lifting heavy objects, bending, stretching, walking, and working in varying environment conditions (hot or cold). This position uses standard cleaning equipment and chemicals and must follow safety protocols to ensure a safe working environment for all. Flexibility in work hours is occasionally required for special events or additional seasonal tasks.

QUALIFICATIONS

- A commitment to the Christian faith, church, and mission of CMU.
- High school education.
- Relevant work experience preferred.
- Energetic and proactive approach to fulfilling the caretaking needs of an educational institution.
- Possess a high level of attention to detail.
- Self-motivated, able to work independently, in a team environment and under direction.
- Creative and resourceful.
- Availability to work during regular office hours, with flexibility for shift work and weekends as needed.

HOW TO APPLY

We want to learn more about you! Please submit your cover letter and resume to hrdirector@cmu.ca. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Closing Date: Open until filled.

Canadian Mennonite University is committed to employment equity while ensuring our recruitment process is barrier free. Applications are encouraged from members of equity-seeking communities including women, Indigenous people, racialized people, people with disabilities, and people of all sexual orientations and genders. If accommodations are needed, please send your request to hrdirector@cmu.ca.