

	<p style="text-align: center;"><b><u>Job Posting</u></b></p> <p style="text-align: center;"><b>Custodian – Part-Time</b></p>	<p>Date Posted: March 27, 2024 Closing date: April 8, 2024</p> <p style="text-align: center;"><b>Internal/External Posting</b></p>
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1 Permanent Part- Time Vacancy (0.6 FTE)  
**Salary Range** (\$19.552 – 21.909 per hour)

**Hours of Work:** 22.5 hours per week (0.6 FTE)      (Mon- Fri) 4:30pm – 9:00 pm

The John McGivney Children's Centre provides family-centered paediatric therapy services in the Windsor-Essex County community, enriching the lives of children and youth with special needs by helping them reach their full potential. Reporting to the Operations Manager, the Custodian will perform a full range of cleaning, custodial and landscape duties in order to facilitate the ongoing cleanliness and upkeep of the interior and exterior of the facility.

The Custodian will focus on daily cleaning in the Centre, and with the Centre's tenants. Cleaning of 'high touch' surfaces (i.e. door handles, railings, light switches, etc.), as well as cleaning of washrooms and replacing stock and dispensers will be required. Other duties will include: daily gathering and emptying of waste bins, regular upkeep of building (sweeping, mopping, vacuuming and scrubbing all floors); disinfecting; dusting; cleaning glass and windows. The Custodian will also assist in event set-up, and facilitate after hours and weekend events for community partners as required. They will perform landscaping duties such as: lawn mowing, garden care, and other grounds maintenance. They will assist the Facilities Coordinator as required, and will assist with shipping and receiving.

**Qualifications:**

The qualified candidate must have a minimum requirement of a high school diploma, and will have a minimum of 1 year of relevant cleaning experience. They must be physically capable of performing the tasks associated with the job, which may include heavy lifting. They will have a demonstrated ability to work with minimal supervision; as well as the ability to work both independently and as a member of a team. They must be able to follow verbal and written directions. The successful candidate must also have the ability to communicate appropriately with tenants, and work successfully in a family-centred, and team environment.

**Please submit your resume and cover letter no later than 4:00 p.m. on April 8, 2024 to:**

John McGivney Children's Centre  
Human Resources Department  
[hr@jmccentre.ca](mailto:hr@jmccentre.ca)

*JMCC is committed to equity and diversity in the delivery of services and our work environment. Members from equity-seeking groups including Women, Indigenous Persons, Members of Racialized Groups, Persons with Disabilities and Persons of Diverse Gender Identities, Gender Expressions and Sexual Orientations, and groups protected by the Ontario Human Rights Code are encouraged to apply and to self-identify in their resume and/or cover letter. JMCC is committed to a recruitment process and work environment that is inclusive and barrier free. Should interested candidates require accommodations at any time during the recruitment process, please advise us of the nature of the accommodation(s) as soon as possible. ~Helping Abilities Grow~*