



**Custodian  
Espanola**

**Temporary Full-Time  
External**

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Posted: June 23, 2020

Competition #2020-01-CH

**Duties:** Reporting directly to the Community Housing Supervisor. The temporary Building Custodian will be required to maintain the appearance and cleanliness of DSB properties as well as perform minor maintenance as assigned to them through the work order system.

**QUALIFICATIONS:** The ideal candidate will possess the equivalent of Grade 12, (i.e. trades orientation courses on building maintenance plus Grade 11), as well as an excellent working knowledge of janitorial methods and grounds maintenance practices normally acquired from a minimum of 2 years' experience in a similar position. A thorough understanding of WHMIS and how to safely use janitorial cleaning products. Experience in the safe and effective use of janitorial equipment as well as the safe operation of summer and winter grounds maintenance equipment. A good working knowledge of various small hand tools. General knowledge and use of computer applications such as email, internet, Word and Excel. General knowledge of the Residential Tenancy Act. The ability to work independently and to organize work priorities with minimal supervision. The ability to maintain confidentiality is essential and effectively exercising tact and diplomacy in all communications with building residents and the general public. The ability to provide field direction and coordination with support contractors. Report writing experience would be considered an asset. Bilingualism French/English will be considered an asset. A valid Ontario Class G Driver's License with insured vehicle for employment related use.

**Location:** Espanola

**Salary:** \$24.18/hour

**Commencement Date:** To Be Determined

Interested individuals are invited to submit a covering letter and a résumé outlining their skills, qualifications and experience and how they relate to this position no later than **July 10<sup>th</sup>, 2020 at 4:30 pm.**

Please forward your application quoting competition **#2020-01-CH** to the attention of:

**Human Resources Department  
Manitoulin-Sudbury District Services Board  
210 Mead Blvd  
Espanola, Ontario P5E 1R9  
Fax (705) 862-7866  
Email: [hr@msdsb.net](mailto:hr@msdsb.net)**

Information gathered relative to this position is done in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will only be used for candidate selection.

While all responses are appreciated, only applicants selected for an interview will be contacted.  
interview will be contacted.