

The opportunity

Leduc County is looking for an experienced and highly motivated part-time CUSTODIAN to join our team. Reporting to the Manager – Human Resources, Health and Safety and as a key member to the custodian team, this exciting opportunity provides custodial services in the Community and Operations Centre, County Centre, and Services building.

About us

The safety of our staff and citizens is our primary concern and we are dedicated to providing and maintaining a healthy work-life balance and environment for our employees.

Leduc County's mission is to serve its citizens and create an enhanced quality of life through effective leadership, committed partnerships and open, transparent communication. Our vision is to be a leading member of the Edmonton Metropolitan Region, offering an economic advantage, sustainable agricultural network, environmental leadership and an unsurpassed quality of life.

About you

You are a team and relationship builder who promotes a safe, collaborative and professional work environment. You are committed to continuous improvement, customer service, innovation and supporting Leduc County's vision of growing a vibrant and spirited community.

If you excel working independently as well as part of a team and adaptability to change and maintaining confidentiality is second nature to you, keep reading because we want to hear from you!

What you will do

- Provide necessary daily, weekly, monthly, and yearly custodial services to keep County buildings in a good, clean, tidy, and sanitary condition; including, but not limited to:
 - Empty, collect and remove trash receptacles and recyclable materials from common areas and offices.
 - Vacuum.
 - Clean elevators, wash doors, spot clean walls and clean glass doors on a daily basis.
 - Wash all stairways on a daily basis and linoleum as required.
 - Keep lunchrooms and meeting rooms neat, clean, tidy and presentable.
- Participate in periodical enhanced cleaning.
- Assist in keeping custodian rooms clean and janitorial equipment (mops, buckets, vacuum cleaner, polisher, etc.) in good working order.

- Adjust procedures to meet emergent needs and safety protocols.
- Adhere to guidelines as set out in Leduc County's policies and administrative directives.
- Accountable for working in compliance with the Alberta Occupational Health and Safety Act, Regulation and Code and participation in the Health, Safety and Wellness Program.
- Perform related duties as required.

What you need to succeed

Must-have

High school diploma and be able to follow verbal and written instruction.

Nice to have

Knowledge and proper use of cleaning materials, substances and equipment is an asset.

What's in it for you

Our leadership team values your voice, input and is committed to your growth and success. We are committed to be our best and hire the best!

We offer a competitive hourly salary of between **\$25.30 - \$31.63**.

The opportunity is permanent part-time, 0.3 FTE hours per week, scheduled Monday to Tuesday, with some extended hours to meet operational requirements and at the Leduc County office located at 101-1101 5 St. Nisku, AB.

How to apply

Applications must be submitted on our website at careers.leduc-county.com to be considered. This opportunity will remain open until a suitable candidate is found.

We thank all applicants however only those selected for an interview will be contacted.

