



CARCROSS/TAGISH FIRST NATION

EMPLOYMENT OPPORTUNITY

Job Title: Auxiliary Custodian

CLOSING DATE: February 28 / 2017

DEPARTMENT: Infrastructure

STATUS: Auxiliary on call (1-2 Year term)

SALARY: C/TFN Wage Scale Level 1-4 depending on education and experience

JOB SUMMARY

Under the direct supervision of the Property Manager, the Custodian is responsible for detailing services and general cleaning of foyers, waiting areas & offices, corridors, meeting and conference rooms, stairways, common areas, kitchens, storage and washrooms. Also Responsible for security of premises during his/her working hours, and for locking all exterior doors and windows, turning out lights as required at the completion of each day. Other duties as assigned.

QUALIFICATIONS

- Knowledge of cleaning solutions and techniques;
- Previous Work experience
- Ability to work independently, with minimum supervision
- Ability to clean office space using janitorial equipment;
- Ability to identify items in need of maintenance and / or repair
- Ability to be reliable and trustworthy.

CONDITION OF EMPLOYMENT

- Criminal Background Check
- Valid Yukon Class 5 driver's licence

An Auxiliary list will be established from this competition. No compensation will be given for moving costs and must be eligible to work in Canada.

We thank all those who apply and advise that only those selected for further consideration will be contacted. Preference will be given to Carcross Tagish First Nation citizens on all competitions for C/TFN.

Candidates applications/resumes should clearly demonstrate their related qualifications, since selection for further consideration will be based on the information provided. Job descriptions are available from the C/TFN Human Resource Department

APPLICATIONS/RESUMES MUST BE RECEIVED BY 11:59PM ON THE CLOSING DATE.

Please apply to:

Carcross/Tagish First Nation

Finance & HR Department

Box 130, Carcross, Yukon Y0B 1B0

Phone: (867) 821-4251 Ext 8213 or 8269 Fax: (867) 821-3903

Email: humanresources@ctfn.ca