



Siksika Family Services Corporation

SIKSIKA DAYCARE

Siksika Daycare Custodian

East Daycare

Closing Date: OPEN until position is filled.
07/2025



GENERAL STATEMENT OF POSITION:

The Custodian will be responsible keeping the Day Care building in clean and orderly condition. Perform cleaning duties, such as cleaning floors, carpets, washing walls, and removing rubbish. Duties may include performing routine maintenance activities, notifying management of need for repairs and cleaning snow and debris from around building.

REPORTS TO: West/East Daycare Supervisor/Daycare Director

DUTIES AND RESPONSIBILITIES:

- Sweep, wet and dry mop, strip, buff and wax floors, participate in stripping floors
- Vacuum and shampoo carpet: remove spots and stains from carpet
- Clean restrooms thoroughly, floors, walls, sinks, urinals, and commodes, replace toilet paper, paper towels and soap and polish sink fixtures as well as toilets, sanitize, clean windows and mirrors
- Clean and vacuum entrance lobby rugs and floors daily
- Remove paper, trash and garbage from assigned areas and place in proper containers for disposal
- Operate custodial equipment such as buffers, vacuum cleaners, rug shampooers, and water extractor, sanitizing foggers, may work in laundry and operate laundry equipment
- Wash walls, ceilings, and light fixtures regularly.
- Ability to operate a fog/sanitizing machine to use in larger areas such as gym and play structures or high touch surfaces daily
- Skills to make minor repairs if needed (i.e. drywall, spackle, paint restorations etc.)
- Make sure the establishment is clean and meets all safety requirements
- Comply with Health Region policies and procedures in Cleaning and Sanitizing

For full Job Description please email HRM@siksikafamilyservices.com

MINIMUM QUALIFICATIONS:

- General knowledge of cleaning techniques, cleaning solutions and equipment
- Ability to understand oral instruction and follow routine procedures
- Must be able to work independently as well as be an effective team member, work effectively with little direction and supervision
- Ability to recognize the need for cleaning and the quality of work required
- Must be punctual and have reliable attendance, accountable and professional
- Must be bondable, excellent team player, ability to relate to children, parents, fellow colleagues and community

EDUCATION AND EXPERIENCE:

- High school diploma
- Valid Alberta Class 5 driver's license
- Clean drivers abstract
- certified Training in Custodial/Janitorial Certification considered
- WHIMIS Certification
- Updated first aid and CPR required or willing to participate in acquiring certification

Resumes and cover letters should be emailed to hrm@siksikafamilyservices.com

Please quote **Job Title** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.