

St. Kevin's Parish, Val Therese

Custodian/Building Maintenance Position

We are currently seeking a Custodian/Building Maintenance person to provide both cleaning and some basic maintenance duties for our 2 church buildings, St. Kevin's in Val Therese and Our Lady of Peace in Capreol. Some similar work at the parish rectory in Val Therese, may also be required. As a Parish, we take great pride in our church buildings, and so reliability and thoroughness, as well as the ability to work alongside others, are attributes that we value for a person in this position. Our ideal candidate will possess the experience and skills to perform both the custodial and building maintenance requirements of this position, but we are willing to provide some training to the right person.

Qualifications/Skills:

General

- Able to work independently and with minimal supervision
- Ability to evaluate, plan & prioritize the work to accomplish the most in the allotted hours
- Good verbal and written communication skills
- Interpersonal skills to work alongside the pastor, parish administration, volunteers & vendors

Cleaning

- Experience using cleaning equipment and cleaning solutions safely
- Knowledge of standard cleaning methods and procedures
- Ability to stand, walk and bend for many hours & to safely lift up to 50lbs.
- Ability to perform repetitive motions for long periods of time

Maintenance

- Experience in completing minor day to day household type maintenance
- Able to inspect the facility in order to identify and report on maintenance requirements which require an outside vendor

Hours of Work:

30 hours per week. Some weekend work may be required for walkway snow removal before Masses. On call for emergencies.

Wage:

\$18 / hour, Option to enroll in shared cost benefit plan

Vulnerable Sector Screening:

As per the Diocese of Sault Ste. Marie policy, all hires will be required to complete a Criminal Background Check, at no cost to them.

We look forward to receiving applications from interested candidates. A job description, describing the job duties in greater detail, is available upon request. **Deadline to apply is September 30th 2021.** Please submit your resume or letter of interest by post or e-mail, outlining your qualifications for this position to:

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705-969-3663