



# **EASTHOLME**

*East District of Parry Sound Home for The Aged*

## **JOB POSTING**

**POSITION REQUIRED:** Permanent Part-time Custodian

**WAGE RATE:** Start \$21.22    1 Year \$21.80    2 Year \$ 22.32

**HOURS OF WORK:** Regularly scheduled for no more than thirty (30) hours per week  
Must be available for shift work any day during a week.

### **NATURE OF POSITION/RESPONSIBILITIES:**

1. Responsible to the Manager of Environmental Services.
2. Perform all duties and assume responsibilities in the housekeeping department. Cleaning residents' rooms using cleaning chemicals and disinfectants, preparing rooms for admission, including wall repairs and painting.
3. Safely operate all housekeeping equipment, including floor polisher and carpet steam cleaner. Safely dispense and use cleaning chemicals. Clean and sanitize floors, equipment, furniture according to infection control policies.
4. Perform certain outdoor duties (i.e. window cleaning, snow removal, lawn care).
5. Perform certain handyman duties in the handyman's absence (i.e. checking/monitoring equipment, minor maintenance/repairs).
6. Participate in the elevator passenger rescue.
7. Practice and promote safe working habits.
8. Work, communicate and co-operate satisfactorily with residents, staff and others.
9. Show others how to perform tasks and duties.
10. Attend in-service and Staff Development Programs and housekeeping staff meetings.
11. Comply with the Fire, Health and Safety Regulations and attain proficiency in the methods of sounding the fire alarm, fire evacuation procedures, proper use of fire extinguishing equipment, and other procedures designed to ensure the security and protection of residents of the Home.
12. Perform other related duties as required and in the event of an emergency perform other duties as may be assigned.



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## **QUALIFICATIONS/EDUCATION:**

1. Ontario Secondary School Diploma required.
2. Mature person in good physical and mental health.
3. Knowledge of safe use of housekeeping equipment and cleaning chemicals.
4. Ability to satisfactorily operate housekeeping equipment and certain maintenance equipment.
5. Ability to perform minor maintenance/repairs.
6. Ability to speak, read, write and understand English.
7. Ability to follow a work schedule.
8. Ability to work in a long-term care home and provide services for the residents.

This position is open to all applicants subject only to the application of a bona fide occupational requirement permitted under the Ontario Human Rights Code, R.S.O. 1990, and as may be amended from time to time.

Eastholme Home for the Aged is compliant with the Accessibility for Ontarians with Disabilities Act, 2005, and recognizes its obligation to provide accommodation in the job application process to persons with disabilities on request, up to the point of undue hardship. Requests for accommodation should be directed to the Director of Administrative Services, Donna Mae Robins (ext. 224)