



**Janitor
Casual**

Competition 14-03

Posted: September 2, 2014

The Tidemark Theatre is a municipally owned facility operated by the Tidemark Theatre Society which is a non-profit society. Its mandate is to be a nationally recognized centre for the arts that contributes culturally, economically and socially to our community. The Tidemark Theatre requires a casual janitor for evenings, weekends, and some day shifts. The incumbent shall be responsible for the following:

Responsibilities:

- Change light bulbs and fluorescent tubes
- Sweeping, vacuuming, mopping, striping, waxing, polishing, and buffing floors
- Vacuuming, shampooing, steam cleaning carpets, stairs, and furniture
- Clean and sanitize restrooms
- Clean sinks, countertops, mirrors, bathroom fixtures
- Restock supplies in bathrooms and common areas
- Clean up spills
- Clean drinking fountains, tables, walls, countertops, lights, light fixtures
- Empty all trash cans and replace liners, clean receptacles as necessary
- Dust and clean office desks and furniture that are not cluttered
- Wash windowsills and windows
- Maintain janitor closets in a clean, organized and safe manner
- Maintain janitorial equipment in a clean, safe and operable condition
- Proper labeling, dilution and use of all chemicals
- Wear proper Personal Protective Equipment at all times
- Facilitate recycling initiatives undertaken by the Tidemark Theatre Society
- Ensure recycling and trash disposal protocols are adhered to by all staff
- Purchase cleaning supplies as necessary
- General maintenance of grounds
- Pick up litter from around buildings and ground
- Clean snow or debris from sidewalk if required

Qualifications, Skills, & Experience:

- Solid communication and interpersonal skills
- Strong customer service skills
- Shall have the ability to deal courteously, tactfully and diplomatically with people of all ages

- Ability to work independently and to work with others as an integral member of a team
- Self-starter; able to take initiative and be proactive with respect to helping out on various projects in and around the theatre
- Ability to prioritize multiple tasks
- Ability to follow oral and written instructions
- Basic knowledge of cleaning products or willing to learn
- Basic knowledge in use of computers, specifically email
- Valid BC Driver's License
- WHMIS
- Willing to acquire a Criminal Record Check
- Level 1 First Aid an asset
- CPR C and AED training an asset

Classification: Casual
Dates: Immediately
Hours of Work: availability Sunday – Saturday; 9 am – 9 pm
Rate of Pay: \$15.37/hour; 4% vacation pay; 4% stat pay
Closing Date: Open until position filled.

Please email your resumes to:

Tidemark Theatre
1220 Shopper's Row
Campbell River, BC V9W 2C8
E: humanresources@tidemarktheatre.com

We thank you for your interest; however, only applicants selected for an interview will be contacted.

Note: In order to be considered, applications must include a cover letter and resume outlining experience and qualifications relative to the position.