

Custodian

Circle Drive Alliance Church
Phone: 306-373-5445
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Website: cdac.ca

Church Overview

Circle Drive Alliance Church is part of the Christian and Missionary Alliance Church in Canada. Circle is an established church, located on a major thoroughfare, at the entrance to the new neighborhood of Stonebridge. We are a city-wide church with strong ties to the community around us.

Circle's purpose is to fulfill the great commandment and the great commission by caring for our community and sharing the love of Christ with the world.

Circle's mission, through our actions and interactions, is to reach out into our community to build relationships for good. By displaying and sharing both the love of Christ and His truth, we teach and equip people to serve and follow Jesus.

Circle's vision is to create a safe and welcoming environment for those who are new to faith, those who are growing in their faith, and those who are coming back to faith.

Position Overview

The primary responsibility of this role is to provide a safe, clean, and comfortable atmosphere for the ministries and activities of the church.

The Custodian will function on staff in an integrated manner in conjunction with Circle's purpose, mission and vision.

This is a physically demanding position that requires some evening and / or weekend shift work.

Education

High School Diploma
Valid Fireman's Certificate
WHMIS Certification

Experience

- ▶ Caretaking
- ▶ General maintenance and repairs

Skills

- ▶ Able to operate heavy cleaning equipment (vacuum, floor scrubber)
- ▶ Able to operate heavy snow removal equipment (snow blower)
- ▶ Able to work effectively and efficiently in an independent environment
- ▶ Good at analytical/critical thinking (identify problems and find solutions)
- ▶ Hospitality (friendly and helpful demeanor)
- ▶ Basic computer skills
- ▶ Knowledge of or willingness to learn Kxpress Facility Booking Software

Responsibilities

- ▶ General cleaning duties within the church
- ▶ Sweep, mop, scrub, vacuum rooms, hallways and stairs
- ▶ Wash windows and clean surfaces
- ▶ Clean and disinfect washrooms and fixtures
- ▶ Clean and disinfect kitchens and appliances
- ▶ Empty trash and recycling containers
- ▶ Remove snow and ice from walkways and entrances
- ▶ Cut grass and tend plants outside of summer grounds keeping hours
- ▶ Perform routine maintenance jobs such as replacing light bulbs, clearing plugged toilets, addressing leaks or other issues as they arise
- ▶ Making adjustments to heating and cooling within spaces as needed
- ▶ Moving heavy furniture, tables, stacks of chairs, equipment and supplies
- ▶ Room set up and take down for internal ministry and external rental use
- ▶ Opening and/or closing duties including securing the facility
- ▶ Participate in custodial training, staff or department meetings and workshops as needed
- ▶ Comply with all safety standards as instructed

General Ministry

- ▶ Encouraged to attend church services and events
- ▶ Encouraged to become a member at Circle

To Apply

Please complete an application form and submit to:

Human Resources at Circle Drive Alliance Church

Email: hr@cdac.ca