



JANITORIAL EMPLOYMENT

Paagitoon Janitorial Services (PJS) is accepting Resumes for the position of
Janitorial Supervisor Workers

Main Responsibilities: (A full description will be available on hiring)

- ✓ Supervises and coordinates activities of workers engaged in janitorial services
Assigns janitorial work to employees, following material and work requirements.
- ✓ Inspects work performed to ensure conformance to specifications and established standards.
- ✓ Records personnel data on specified forms.
- ✓ Recommends personnel actions, such as hires and discharges, to ensure proper staffing.
- ✓ Confers with staff to resolve production and personnel problems.
- ✓ Trains workers in janitorial methods and procedures and proper operation of equipment.
- ✓ Issues janitorial supplies and equipment to workers to ensure quality and timely delivery of services.

Qualifications:

- ✓ 2+ years janitorial experience
- ✓ Highschool Diploma/GED
- ✓ Willingness to work early morning or late-night shifts
- ✓ Ability to work well under minimal supervision
- ✓ Capacity to give direction
- ✓ Strong attention to detail
- ✓ Physically capable of lifting and moving objects up to 30 pounds as necessary
- ✓ Class 'G' Driver's Licence,

Salary: \$17/hr.

Deadline: Friday, December 7th, 2018 by 12:00 p.m.

Please submit resumes and cover letter to:

Rex Paypompee, Economic Development Officer
Naotkamegwanning First Nation
1800 Pawitik Street, Pawitik, ON, P0X1L0
Fax: (807) 226-5389
rex.paypompee@icloud.com

Thank-you to who all who applied. However, only those selected for an interview will be contacted.



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Paagitoon Janitorial Services (PJS) is accepting Resumes for the position of

Janitorial Workers

Main Responsibilities: (A full description will be available on hiring)

- ✓ Perform general clean-up of all areas of the building as directed
- ✓ Manage routine upkeep of exterior areas
- ✓ Complete non-routine cleaning according to specified job orders
- ✓ Remove garbage and recycling daily and prepare bins for weekly pick-up
- ✓ Handle emergency cleaning and upkeep requests
- ✓ Ensure rooms are maintained and fully equipped

Qualifications:

- ✓ 1+ years janitorial experience
- ✓ Willingness to work early morning or late-night shifts
- ✓ Ability to work well under minimal supervision
- ✓ Capacity to take direction
- ✓ Strong attention to detail
- ✓ Physically capable of lifting and moving objects up to 30 pounds as necessary

Salary: \$14/hr.

Deadline: Friday, December 7th, 2018 by 12:00 p.m.

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