

SCHOOL DISTRICT #64 (Gulf Islands)
Job Description
Building Service Worker, Floor Specialist

Summary:

Under minimum supervision, works as a member of a team, to perform timely cleaning, maintenance and restoration of hard floors and carpets, to ensure that district buildings are clean, safe and serviceable.

Duties:

Under minimum supervision:

- Cleans and restores hard floors:
 - Scrubs hard floors using automated equipment
 - Strips and re-coats hard floors, including gym floors
 - Sweeps, mops, vacuums, polishes and dusts
- Cleans and restores carpets
- Performs minor repair to wood, vinyl and lino floors
- Lifts and moves furnishings and equipment
- Performs routine cleaning and maintenance of tools and equipment
- Ensures buildings are secure; activates alarm systems
- Applies WHMIS
- Attends floor restoration and repair training as required
- Attends workplace safety training as required
- Performs other assigned comparable duties which are within the area of knowledge and skills required by the job description

Qualifications:

- Grade 10 or equivalent
- Valid BC driver's license
- Building Service Worker Level II – Hard Floor Care Program
- Building Service Worker Level III – Carpet Care Program
- Working knowledge of lifting/loading techniques
- Demonstrated ability to perform required duties

Desired Assets:

- Documented evidence of exemplary interpersonal skills, and ability to work as a team member
- Working knowledge of building alarm systems and electrical panels
- Ability to work in physically demanding environment
- Ability to adapt tasks to meet time constraints

Relationships:

- Responsible to Building Services Supervisor
- Under direction of Lead Hand

APPROVED:

On behalf of:
School District #64 (Gulf Islands)

Rod Scotvold
Secretary Treasurer

June 3, 2009

On behalf of:
CUPE Local 788

Mike Bath
President

June 3, 2009

Classification: Operations III

JJEC approved date: June 1, 2009