Position: Building Service Worker, Floor Specialist, Operations III (Temporary, Twelve-Month)

Location: District

Qualifications: See job description attached

Hours of Work: 40 days annually:
- thirty (30) days during the summer
- ten (10) days/Fridays

Appointment: 0.1533 annual FTE

Job Rate: $23.18

Start Date: July 2, 2019

End Date: June 27, 2020 or return of the incumbent

Closing Date: 4:00 p.m., Friday, June 21, 2019

Apply in writing to: Linda Underwood, Director of Instruction, Human Resources
School Board Office
c/o Lori Deacon, Executive Assistant
Email: ldeacon@sd64.org

Please apply in writing with an updated resume and supporting documentation that will ensure qualifications are met or exceeded for this position.

This is a union position with C.U.P.E., Local 788.
(APPLICATIONS WILL BE RECEIVED FROM MEMBERS ONLY)

DATE RECEIVED

Successful applicant: ______________________________

Please copy to:
- Posting Email Reps. (CUPE)
- School Board Office
- Payroll
- Personnel
- Job Posting Website

June 14, 2019
(CUPE Posting No. 08) (2019/20)
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)
Original signed by: Rod Scotvold
Secretary Treasurer
June 3, 2009

On behalf of: CUPE Local 788
Original signed by: Mike Bath
President
June 3, 2009

Classification: Operations III
JJEC approved date: June 1, 2009