



Position: Maintenance Custodian

Salary: \$ 39,995 - \$45,443

Hours of Work: 32 hours

Accountability: Social Service Manager

Employment Status: Full Time - 2 Years Contract

Preferences: MFN Band Members

The Maintenance Custodian will perform the following duties:

- Ensure that all doors are locked at noon and closing; monitor building security and safety.
- Ensure that all exit doors work properly and open easily; ensure exterior lighting is in proper working order, ensure that all exit lights and signs are operational and clearly visible, change lightbulbs as required.
- Clean and disinfect washrooms and fixtures (mirrors, sinks, soap dispensers, urinals, toilets, and towel dispensers) daily; ensure that all toilet paper, paper towel, soap and condom dispensers are filled; clean and disinfect the shower stalls daily; wash floors, stalls, and sauna areas; remove stubborn stains from floors.
- Empty trashcans and other waste containers, place trash in garbage bags and clean garbage bins daily.
- Perform other related duties such as making coffee, washing cups, shutting off coffee pots at noon and closing, etc., washes windows, screens, sills, woodwork, doors, desks, walls, and ceilings, door handles, phone handsets and taps.
- Wipe down sports equipment daily; move equipment and furniture when required.
- Clean and sanitizes kitchens and Canteen area: clean and disinfect sinks, counters, dishes, refrigerators, freezers, dishwashers, and stoves; mopping of the floors within the area.
- Checking electrical appliances to ensure that hazards are not created and are properly turned off.
- Order and stock needed materials and supplies, with a focus on alternative or green products
- Shovel snow, maintain outside walkways, apply sand/salt as necessary and assist in keeping outside premises in an orderly condition; mow and trim lawns and shrubbery, irrigate and fertilize lawn, plants, and maintain flower beds, and clear debris from ground; provide some repairs and maintenance of buildings by patching walls and doors, painting walls and trim, replace fixtures and partitions, replace damaged ceiling and floor tiles, repair carpet; set up, arrange, or remove decorations, tables, and chairs.

The Maintenance Custodian will possess the following qualifications, skills, experience, and attributes:

- Minimum Grade 12 Secondary Diploma or equivalent; and 1 year experience in custodian, building maintenance or as general laborer.
- Must be in good health and able to pass a medical examination if required; and able to provide a clear Criminal Record Check from the Canadian Police Information Center (CPIC).
- Knowledge of the Occupational Health and Safety Act and the Canada Labor Code as it applies to the worker.
- Good interpersonal skills; good public relations; good communication/ organizational skills; excellent time management skills; ability to work independently and within a team environment; and ability to pay attention to detail and ensure accuracy with work.

TO APPLY: Customize your cover letter and resume to the duties, experience, expectations, and qualification listed on the job posting. If you are a member of MFN or of Indigenous descent, please include this information in your cover letter. We rely on the information you provide to us in your application during screening. Successful candidates who receive interviews must provide copies of their education qualifications and certifications at the time of interview. Please note that all interviews will be in person. If you would like a copy of the full job description and/or are interested in applying you may submit your covering letter, resume and three (3) work related references to:

Mississauga First Nation
P.O. Box 1299 Blind River, Ontario P0R1B0
Attention: Human Resources
Marked: **CONFIDENTIAL**
EMAIL: hrclerk@mississaugi.com **FAX:** 705-356-1740
Deadline: June 26, 2025

Thank you to all applicants; however, only those selected for an interview will be contacted.

WALKING IN BALANCE

A socially and culturally healthy community where individuals have the opportunity to prosper and to achieve their full potential spiritually, emotionally, mentally, and physically through generous and unselfish support for one another, while pursuing balance and harmony within, with each other, and with Mother Earth.