



January 23, 2023

**Internal/External Job Posting #AD12-23-01
Building Services Worker (Casual)**

Collingwood Neighbourhood House (CNH) is a not-for-profit Society serving the Renfrew-Collingwood neighbourhood of East Vancouver. CNH's mandate is to promote the well-being of the Renfrew-Collingwood community by providing leadership and working collaboratively with individuals, families, agencies and other groups to develop and support inclusive, innovative, sustainable initiatives and services that respond to the community's social, educational, economic, health, cultural and recreational needs.

APPLICATION PROCESS

Applicants must be legally entitled to work in Canada. If you are not currently authorized to work in Canada, CNH will not consider your job application. As per the Collingwood Neighbourhood House Human Resources Policies and Procedures, all factors being equal, first priority will be given to qualified local and internal applicants. We encourage applicants with lived experience of structural inequity to apply, and in particular those who identify as Black, Indigenous, People of Colour, LGBTQ2IA+, and those living with a visible or invisible disability.

JOB OVERVIEW

- Cleaning and performing regular Janitorial duties for the Neighbourhood House
- The ability to perform heavy cleaning duties and lift heavy furniture
- Opening/closing the facilities as per schedule
- Ensuring safety and security of facilities
- Assisting other programs with set up and arranging of furniture and equipment

QUALIFICATIONS

- Completion of Janitorial Certificate Program or equivalent qualification
- First aid certificate and WHMIS training
- Minimum one year of custodial/janitorial experience
- Able to work flexible work schedule which includes early morning, evening and weekends
- Ability to work in a high energy, busy and multi-purpose facility
- Ability to work in a multicultural setting
- Able work in a team environment with staff and volunteers
- Values consistent with Collingwood Neighbourhood House
- Must be fully vaccinated against COVID-19

JOB DETAILS

- Salary: \$19.43 per hour
- Schedule: Flexible (Monday to Sunday) Casual on call
- Location: Collingwood Neighbourhood House main office, Annex and other sites as required
- This is a unionized position covered by a Collective Agreement with CUPE Local 1936-05

SUBMIT RESUME AND COVER LETTER TO:

Qasim Ahmadi

Facility Manager

Collingwood Neighbourhood House, 5288 Joyce St, Vancouver, BC, V5R 6C9

Email: gahmadi@cnh.bc.ca

Please quote reference # AD12-23-01

CLOSING DATE: February 5, 2023 at 5 pm

**We thank all individuals who apply for this position and will be contacting shortlisted candidates directly.
No phone calls please.**