



Whitecap Early Learning Centre

EMPLOYMENT OPPORTUNITY CUSTODIAN

Status:	Permanent, Part Time
Location:	Whitecap Early Learning Centre (In Person)
Hours of Work:	5:00 pm – 8:00 pm
Total Hours:	15 hours per week
Salary Range:	\$18/hr.
Closing Date:	February 28, 2025, at 4:00 pm

ABOUT US

The Whitecap Early Learning Centre is a licensed childcare facility dedicated to providing a nurturing, inclusive, and culturally enriching environment, with a strong emphasis on Dakota culture and holistic child development for children ages 6 weeks to 6 years.

POSITION OVERVIEW

Whitecap ELC is seeking a part-time custodian to provide evening cleaning services. Typical hours are from 5:00 pm to 8:00 pm. The successful candidate will be able to work independently without supervision and complete all janitorial duties in a timely manner.

KEY DUTIES

The following duties are a summary of the primary responsibilities. The incumbent may not perform all listed duties and may be assigned additional tasks as needed in accordance with the standards of Whitecap ELC. The employee will:

- Perform routine cleaning tasks including sweeping, mopping, dusting, and vacuuming floors and surfaces;
- Clean and sanitize restrooms, break rooms, and common areas to maintain hygiene standards;
- Empty trash receptacles and dispose of waste and recycling properly;
- Maintain the cleanliness of windows, walls, and other surfaces as needed;
- Ensure that cleaning supplies and equipment are used safely and stored properly; and
- Follow established safety procedures to prevent accidents or injuries while performing duties.

QUALIFICATIONS

- Previous custodial or commercial cleaning experience is an asset but not required;
- Strong attention to detail and ability to maintain high cleanliness standards;
- Ability to work independently and manage time effectively;
- Good physical stamina to perform cleaning tasks throughout the shift;
- Familiarity with cleaning equipment and safety protocols is an asset;
- Must have a valid Saskatchewan driver's license and reliable transportation; and
- Must follow all OH&S and workplace safety regulations as required and other duties as assigned.

APPLICATION PROCESS

- Submit a cover letter and resume by email to: WELCEmployment@whitecapdakota.com
- The successful candidate will be subject to an acceptable Criminal Record Check and Vulnerable Sector Check as a condition of employment.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.