

## Career Opportunities at Western

### Position Posting

Job Title:

Caretaker - Temporary

Reference: 10473

Faculty/Unit:

Facilities Management

Department:

Facilities Management - Distributed

Employee Group:

CUPE 2361 (Facilities Management)

Appointment

Temporary

Type:

Appointment

Temporary Full-Time

Status:

#### Classification & Regular Hours

Hours per Week: 40 Hourly Rate: \$18.48/hour Please note, there are up to 30 temporary full-time opportunities available.

#### About Western

Considered Canada's most beautiful University, Western's main campus spans 400 acres of Gothic-style buildings mixed with modern LEED-certified capital structures providing an idyllic environment for our community of scholars. The university is located in London, Canada, a safe, vibrant and welcoming community of more than 350,000 people serving as a regional medical and industrial hub for southwestern Ontario.

#### Responsibilities

The Caretaker assess and conducts cleaning/maintenance activities in order to provide a clean, safe and professionally maintained University facility under the direction of the Lead Caretaker or Building Manager.

#### Qualifications

Education: - Ontario Secondary School Diploma Experience: - Previous institutional, hotel, or hospitality cleaning experience including the operation of cleaning equipment and use of cleaning materials - Previous customer service experience, including maintaining a high standard of cleanliness, acknowledging and interacting with clients on a daily basis and displaying professional behavior Knowledge, Skills & Abilities: -Comprehensive knowledge of occupational hazards and safety precautions applicable to the caretaking role - In-depth understanding of tools, equipment, principles, materials, and terminology associated with the caretaking role - Basic understanding of other functions within Facilities Management and other business units within the University community with which you interact - Comprehensive knowledge in the current versions of all applicable legislation, regulations, codes and standards - Investigate, identify, analyze and document information in written or electronic form and resolve problems -Lift, bend, twist, turn, push, pull, walk, crouch, kneel, pinch, grasp, shovel, climb and reach repetitively. - Ability to transport materials as well as the ability to meet the

physical demands of the role - Work well in a team environment as well as autonomously with minimal supervision - Work in areas containing designated substances found within OH&S Act as required - Ability to perform tasks in emergency situations - Interpret and work from electronic/written operation instruction sheets as well as mechanical electrical and geographical drawings/maps and produce quick-sketch working diagrams - Comprehensive electronic, oral and written communication skills - Listen fully and respond courteously to instructions, questions and comments - Establish a rapport with customers, leaders and peers - Dependable and co-operative - Ability to interact with others in positive ways which develop mutual understanding, respect and productive relationship - Organize and order work materials, tools, and support staff in the shop and on the job site

#### Union Statement

Western welcomes applications from all qualified individuals; however, it is the university's policy to give first consideration to qualified CUPE 2361 applicants.

#### Background Checks

Please note, successful applicants will be required to produce a current police information record check from a police service prior to commencing employment.

#### Western Values Diversity

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at [hrhelp@uwo.ca](mailto:hrhelp@uwo.ca) or phone 519-661-2194.

#### Please Note:

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

Please apply on or before Saturday, July 22, 2017