



Taghum Community Society

5915 Taghum Hall Road, Nelson, B.C. V1L 6Y2

Email: office@taghumhall.ca web: www.taghumhall.ca phone: 778-463-1114

Job opportunity: Taghum Hall janitor/custodian

About us

Taghum Community Hall is located by the Kootenay River just 10 minutes west of Nelson. We work to build community through events and programs for all ages and for all kinds of people, and we are a busy place! From our own events, workshops, and kids' programs to community rentals that include weddings, celebrations of life, choir practices and more, there is something going on many days in any given month.

About the job:

An on-call janitor/custodian will offer cleaning services following Hall happenings, which may include our own programming as well as Hall rentals, and will take care of light maintenance around the building and bring any larger issues to the attention of the Board. Ideally, our new janitor/custodian will keep an eye on the Hall calendar and be in communication with our administrator in order to respond to janitorial needs after Hall use.

This is a part-time contract position, approximately 15 - 20 hrs/month at \$22/hour.

Pay is bi-monthly, based on submitted hours and expenses.

As Taghum Hall's new janitor/custodian, you will have some past experience in similar roles (at least one year). You must be honest, punctual, and reliable, and in good physical shape. You will be able to follow directions and receive constructive feedback graciously. You should have a reliable vehicle and a working cell phone. **A good work ethic and flexibility is a must!**

This job entails:

- Washing/sweeping/vacuuming floors
- Cleaning/maintaining bathrooms
- Cleaning windows and door glass as necessary
- Cleaning wall scuffs and other light damage as it appears
- Replacing light bulbs/cleaning light fixtures as necessary
- Setting traps for and disposing of rodents (hopefully not necessary!)
- Taking care of light repairs to interior and exterior of the building
- Looking after garbage and recycling disposal
- Monitoring supplies, such as cleaning supplies, dishwashing liquid, paper products etc.
- Purchasing janitorial supplies and submitting for reimbursement

We hope you'll join us!

Please submit a cover letter and resume to:

Hiring Committee via office@taghumhall.ca no later than 6pm on October 13, 2023.