



# SWAN VALLEY SCHOOL DIVISION

invites applications for a  
**Custodian**

<b>Posting #</b>	HEY002	<b>Location:</b>	Heyes School
<b>Posting Date:</b>	06 Aug 2025	<b>Start Date:</b>	2 Sept 2025 or as mutually agreed
<b>Posting Close Date:</b>	22 Aug 2025		
<b>Permanent/Term:</b>	Permanent, 12-month position		
<b>FTE/Hours:</b>	Full Time, 40 hours/week		
	Monday to Friday, 7:00 AM to 9:00 AM, and 3:30 PM to 10:00 PM		

## CONDITIONS OF EMPLOYMENT

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- Must be legally entitled to work in Canada.
- Completed Criminal Record Check, including the Vulnerable Sector and Child Abuse Registry Check acceptable to the Division.
- Willing and able to work weekends and extended hours on short notice.

## QUALIFICATIONS

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### ESSENTIAL

- Strong desire to sustain a culture of cleanliness and orderliness by cleaning floors, furniture, hallways, lockers, washrooms, windows, offices, gyms, and multipurpose rooms.
- Aptitude to perform minor maintenance tasks to sustain functionality and safety of the building.
- Ability to work with a team or independently with minimal supervision to sustain a high standard of a clean, safe, and friendly school.
- Excellent communication skills, both written and verbal.
- Able to carry out strenuous activities such as moving classroom furniture, climbing ladders, shovelling snow, operating snow blowers, mowing lawns, and performing general maintenance on the building and equipment.

### DESIRED

- Valid Class 5 Driver's License or equivalent.
- Experience cleaning buildings.
- WHMIS (Workplace Hazardous Materials Information System) certificate.



Applications must quote the posting number and be received no later than 9:00 a.m. on the deadline shown above. The application package must include a cover letter and a comprehensive resume, including three references addressed to: Rob Tomlinson, Superintendent. Submit the application package in PDF format to [hr@svsd.ca](mailto:hr@svsd.ca).

*The Swan Valley School Division thanks all applicants for their interest. Only those selected for an interview will be contacted. Interview accessibility accommodations are available upon request.*

*Swan Valley School Division recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages, and perspectives drives a high standard of service and innovation. Swan Valley School Division supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).*