

SWAN VALLEY SCHOOL DIVISION

invites applications for a

Custodian

Posting #	HEY2026-12RP	FTE/Hours:	40 hrs/week Monday to Friday, 7:00 a.m. to 9:00 a.m., and 3:30 p.m. to 10:00 p.m.
Posting Date:	September 25, 2026	Location:	Heyes School
Posting Close Date:	October 2, 2026	Start Date:	As mutually agreed.
Permanent/Term:	Permanent, 12 month	End Date:	-
Job Description:	AP820B	Salary:	\$24.30 per hour

CONDITIONS OF EMPLOYMENT

- Must be legally entitled to work in Canada. A valid work permit must be included with the application package.
- Completed Criminal Record Check, including the Vulnerable Sector and Child Abuse Registry Check. The CRC and CARC must be dated within 6 months of the application date.
- Willing and able to work weekends and extended hours on short notice.

QUALIFICATIONS

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.



Application must quote the posting number and be received no later than 9:00 a.m. on the deadline date shown above. The application package must include a cover letter and a comprehensive resume that includes three references, preferred with receipt of Criminal Record Check and work permit, if applicable. Address your application to Rob Tomlinson, Superintendent. Submit the application package in PDF format to hr@svsd.ca.

Please note that incomplete applications will not be reviewed or considered. Ensure all required documents are submitted before the competition deadline.

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).