



SWAN VALLEY SCHOOL DIVISION

invites applications for a
Custodian

Posting #	HEY001	Location:	Heyes School
Posting Date:	22 May 2025	Start Date:	1 Aug 2025 or as mutually agreed
Posting Close Date:	30 May 2025		
Permanent/Term:	Permanent, 12-month position		
FTE/Hours:	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

- 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

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.

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).