



## **NEZUL BE HUNUYEH CHILD & FAMILY SERVICES IS RECRUITING!**

### **Custodian, Part-Time (6 hrs/week) Tache, BC**

Nezul Be Hunuyeh is an Indigenous Child & Family Agency serving the communities of Nak'azdli Whut'en, Binche Whut'en, and Tl'azt'en Nation. We recognize that Nezul Be Hunuyeh head office is located on the shores of Nak'al Bun (Stuart Lake) on the Nak'azdli Territorial lands of the Dakelh peoples. Our Agency offers inclusivity, opportunities for growth, and opportunities for Cultural learning.

We are offering an opportunity to become part of the Nezul Be Hunuyeh team as a part-time custodian for the Tsibalyan T'o building in Tache.

#### **Key Areas of Responsibility**

- Clean and sanitize washrooms, kitchens, meeting areas, small appliances, and office equipment
- Wash walls, windows, doors as required
- Sweep, mop, dust floors and surfaces as required
- Dispose of refuse and recycling including cleaning of receptacles
- Securing building at termination of shift
- Review and make replenish requests of custodial supply inventory as required
- Minimal building maintenance such as light bulb replacement, ensuring desks and equipment are in proper working order, and other as required

#### **The Successful applicants will:**

- Have a Grade 12 High School diploma or academic equivalent
- Knowledge of standard cleaning procedures, chemicals, products and equipment, and ability to read and understand labels and instructions
- Be in good physical and mental condition to perform custodial and minor maintenance duties
- Preferably have previous janitorial and/or building maintenance experience
- Have the ability to work independently with minimal supervision and within a team environment; able to follow instructions, procedures, and schedules
- Have the ability to communicate effectively with Manager and staff
- Have good time management and organizational skills to complete assigned work in the allotted timeframe
- Be committed and consistent in maintaining a high standard of cleanliness in the work environment

Applicants must agree to a Criminal Record Check and have a valid Class 5 Driver's License  
Indigenous ancestry is an asset

### **Please submit resume and cover letter to:**

NEZUL BE HUNUYEH CHILD & FAMILY SERVICES  
PO BOX 1180  
700 STUART DRIVE WEST  
FORT ST. JAMES, BC V0J 1P0  
TEL: 250.996.6806      FAX: 250.996.6977  
EMAIL: [hiring@nbh.ca](mailto: hiring@nbh.ca)

**Closing Date: January 25, 2023 at 4:00pm**