

DEPARTMENT:	Engineering	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	37.5 hours per week*	SALARY:	\$47,723 to \$55,844 annually plus benefits

The City of New Westminster is seeking a keen and enthusiastic Building Service Worker to be part of our Facilities Maintenance team, to perform cleaning, janitorial, maintenance, repair and other important custodial tasks required to maintain our various Civic buildings and facilities to the highest standard. Your duties will include sweeping, vacuuming, waxing and polishing floors, hallways and related areas; washing hand basins, sinks and toilets; cleaning windows, doors, shelves and other surfaces; cleaning and sweeping steps and clearing snow and ice around the buildings; operating, cleaning and minor servicing of automatic heating, hot water and ventilation units; performing minor maintenance, repair and painting; ensuring building security and providing assistance to the public and user groups; completing logbooks and other written materials; and other related work as required. You can expect to be scheduled for work within various City buildings as operationally required.

If many of the following characteristics and skills describe you, we want to meet you!

- Grade 12 (or equivalent) supplemented by a Building Service Worker Certificate and related work experience, or an equivalent combination of training and experience.
- Working knowledge of materials, methods, tools and equipment used in janitorial work including WHMIS training.
- Knowledge of the principles of operating automatic heating, hot water and ventilation units.
- Ability to perform simple and routine building maintenance and repair tasks.
- Ability to adhere to an established work schedule under minimal instruction and supervision.
- Ability to be detail oriented and conscientious about work quality.
- Skill in the use and care of cleaning and maintenance equipment.
- Ability to perform the physically demanding duties related to janitorial work.
- Ability to understand and follow oral and written instructions.
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts.
- Ability to deal courteously and effectively with the public and employ contemporary service excellence principles.
- Ability to be flexible and available to assist with immediate and emergent coverage requirements.
- Ability to work varied shifts as required (days, evenings and weekends).
- Valid Class 5 BC Drivers' License (asset).
- Successful candidates will be required to pass and maintain a clear Police Information Check.

****Applicants must be available to work day, evening and/or weekend shifts.***

**This position participates in a compressed work week program, working an extra half hour per day, accumulating time for a paid day off.*

Apply by sending your **cover letter and resume in one document** quoting the competition number, by January 4, 2022 to the Human Resources Department, City of New Westminster, 511 Royal Avenue, New Westminster, BC, V3L 1H9, e-mail to hr@newwestcity.ca using the following format in the subject line: **LAST NAME First Name #21-167**

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted.

This position is only open to those legally entitled to work in Canada.