



Facilities Assistant/Custodian

Employer:	Fraser Lands Church	Job ID:	N/A
Location:	Vancouver, BC	Posting Date:	February 16 th , 2022
Job Type:	Full Time	Posting Expiry:	June 30 th , 2022
Job Status:	Permanent	Contact Name:	Estefani Maique
Category:	Support Staff	Contact Email:	hr@fraserlands.ca
Sub Category:	N/A	Contact Phone:	604-451-5449 Ext 104

Introduction

Fraser Lands Church's vision is to be a church of all nations transformed through faith and love in Christ.

Fraser Lands Church is looking for a Facilities Assistant to provide cleaning services and security for the church facility.

Job Details

Primary responsibilities include:

- Provides cleaning for the church facility such that the interior of the church and the exterior grounds has a clean, orderly and pleasing appearance. Following prescribed cleaning schedule.
- Perform scheduled security walk-through of the entire church (interior and exterior) and make sure security and safety measures are in place in the establishment.
- Report safety, sanitary, or fire hazards and any areas or equipment that will require special attention, clean up and/or repairs to the Facilities Supervisor.
- Collaborates with the other Facilities Staff to ensure the scheduled maintenance of all public areas, equipment, tools, and fixtures is completed.
- Provide courteous service to building users and be available to unlock doors and gates, adjust room temperatures, and get loanable equipment from the office for people, etc.
- Arranges rooms for regular bookings and special events as requested.
- Ensures rooms are returned to normal prescribed settings and prepared for next day's activities.
- Performs other assigned facility care related duties as required. Check with the supervisor at the start of the shift for special assignments and cleaning projects.
- Clears snow and ice from walkways and parking areas. Shovel & salt sidewalk, stairwells, walkways, and entrances.
- Moves heavy furniture, equipment, and supplies if required.
- Responds to call-outs and emergencies as they arise.
- Performs the following cleaning and maintenance activities during shift:
 - o Empties trash containers and clean containers from all public areas and offices and performs other custodial work as assigned.
 - o Sweeps, mops, scrubs and waxes hallways, floors, and stairs.
 - o Washes windows, interior walls, and ceilings.
 - o Vacuum prescribed areas according to schedule.
 - o Dusts prescribed areas according to schedule.
- Restrooms: Mops floors, cleans inside/outside of all toilets and disinfects; cleans all washbowls, sink counters, and mirrors; fills all paper-products dispensers and soap dispensers.

QUALIFICATIONS:

- Valid BC Driver's license.
- A high school diploma or general education degree (GED) is required.
- Must possess strength, stamina, and mobility to perform physical work.
- Must be available for regular standby assignments and off-hours as required.
- Previous custodial and ground experience is an asset.
- WHMIS training is preferred.
- Ability to understand and follow verbal and written instructions.
- Ability to lift and carry up to 50 pounds.
- Comfortable squatting, twisting, bending, and kneeling while using tools and performing maintenance tasks.
- Possess working knowledge of the methods, techniques, and materials used in custodial work.
- Ability to climb ladders and work from heights.
- Familiar with operating, caring for, and storing custodial equipment and supplies.

To apply, please send your cover letter and resume by June 30th, 2022 to Estefani Maique via email to hr@fraserlands.ca

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