



Blood Tribe Department of Health Inc.

Employment Opportunity

TITLE: Housekeeper - Casual – on- call

DEPARTMENT: Facility Operations

Reporting to: Director of Facility Operations and Housekeeping Supervisor

SUMMARY OF WORK:

The Housekeeping cleans and maintains the interior facilities of The Blood Tribe Department of Health Inc.

GENERAL DUTIES AND RESPONSIBILITIES:

- Sweep, mop, wash, scrub, wax, refinish, and polish floors.
- Dust furniture and vacuum carpeting and area rugs, draperies and upholstered furniture.
- Clean, disinfect and polish and empty garbage containers.
- Wash windows, walls and ceilings.
- Operate industrial vacuum, carpet cleaners, and floor cleaners to remove scraps, dirt, heavy debris and other refuse.
- Wash, dry, fold, and distribute personal garments and other articles.
- Operate commercial washing machines to launder resident personal garments, and other articles such as sheets, blankets, and towels as required.
- Distribute clean linen, fold, and stack on carts and shelves.
- Weight and record poundage of all incoming and outgoing linen.
- Performs other duties as assigned by the Housekeeping Supervisor.

TECHNICAL/CLINICAL DUTIES AND RESPONSIBILITIES

- Knowledge in the operations of commercial housekeeping and laundry equipment.
- Ability to operate large equipment such as, industrial washer and dryer, floor machines, chemical dispensers, and vacuums.

PROFESSIONAL QUALIFICATIONS

Education

- Workplace Hazardous Materials Information System
- Grade 10 Education or Higher
- First Aid Certificate

Experience

- Previous experience is required

PERSONAL QUALITIES

- Honest
- Organized
- Team Player
- Flexible
- Familiar with the Blackfoot Culture
- Good oral communication skills
- Able to speak Blackfoot
- Minimum supervision
- Physically fit

SALARY RANGE

- Salary Grid as established by BTDH.

Deadline for Application: ongoing

Please forward a Letter of Application, Resume, Criminal Record Check, and Three (3) updated references to:

Blood Tribe Department of Health Inc.
c/o: Kara Russell - Human Resources
P.O. Box 229
STANDOFF, AB TOL 1Y0
Phone: 737-8408
FAX: 403-737-3985
Email: hr.assistant@btdh.ca
Incomplete application will not be accepted.