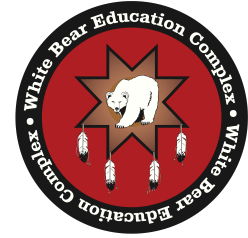




# White Bear Education Complex

01 Wabimasquah Road  
White Bear 70, Saskatchewan  
PO Box 968  
Carlyle, Saskatchewan S0C 0R0



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## Employment Opportunity

**Title:** Education Facilities Custodian

**Location:** White Bear First Nations

**Term:** Until Filled

**FTE:** 1.0

Overview:

The White Bear Education Complex (WBEC) seeks a custodian for middle/high school education facilities. WBEC is 13 km north of Carlyle, in the heart of beautiful Moose Mountain, near the majestic White Bear Lake. WBEC believes in fostering a school climate guided by the 7 Grand Teachings: bravery, honesty, humility, love, respect, truth, and wisdom. WBEC requires the successful candidate to be punctual, reliable, and willing to work as a member of the WBEC team.

WBEC provides excellent benefits and supports continued professional development opportunities for all staff. Candidates must model positive communication, professionalism, and respect. Custodians deliver custodial services to the WBEC under the direct supervision of the WBEC administration.

General duties and responsibilities are as follows:

- Dust, mop, and clean all tile floors
- Dust and clean all ledges, shelves, and window sills
- Wipe all finger marks and smudges from doors, doorways, walls, lockers, and glass
- Wash Boot trays, handrails, and fountains
- Clean and disinfect toilets, urinals, sinks, showers, and floors
- Remove, replace, and dispose of garbage and litter
- Vacuum all carpets
- Refill bathroom supplies
- Remove graffiti
- Report plumbing, electrical, or heating problems to maintenance
- Remove all debris from the entrances
- Manage controls to maintain appropriate school temperatures
- Maintain a clear custodial area
- Ensure all containers are labeled properly

- Check the building before leaving and set the security alarm
- Interact positively with staff and students

Monthly duties and responsibilities are as follows:

- Scrub, wax, and polish tiled floor surfaces
- De-scale bowls, urinals, sinks or fountains
- Complete a floor-to-ceiling wash of bathrooms and showers
- Clean light fixtures
- Wipe down baseboards and display cases
- Clean desks
- Inventory janitorial supplies
- Complete a walk-through inspection with the principal
- Remove gum from under various surfaces

Yearly duties and responsibilities are as follows:

- Strip, wash, and wipe all tile floors and the gym floor
- Shampoo all carpeting
- Wash all furniture, desks, chairs, walls, doors, and windows

Duties to be completed when needed are as follows:

- Remove snow from all exits
- Clean after evening or weekend events
- Clean accidental spills
- Move and replace furniture as directed by the WBEC administration

The Candidate must possess the following skills:

- Must have reliable transportation.
- Must be reliable and work at all scheduled times.
- Must submit or pass a satisfactory Canadian Police Information Centre (CPIC) check.

Email a cover letter and résumé to:  
*Christopher Mantei, M.Ed.*, [cmantei@educationalliance.ca](mailto:cmantei@educationalliance.ca).