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Administration régionale KATIVIK Regional Government
P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

**JOB OPPORTUNITY**

The Kativik Regional Government (KRG), a supra municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

**JANITOR**
(Permanent, Full-Time)

Reporting to the Coordinator Operations, the Janitor will keep offices, main entrance, rest rooms and furniture clean and in an orderly condition by washing and waxing the floors, vacuuming, emptying wastepaper baskets, washing windows, etc.

RESPONSIBILITIES:

- Clean floors by sweeping, mopping, scrubbing and/or vacuuming them;
- Stripping, sealing, finishing and polishing floors when needed;
- Gathering and emptying wastepaper baskets and bringing the trash in the main container;
- Servicing, cleaning and supplying bathroom;
- Cleaning windows, glass partitions, etc;
- Dusting furniture, some walls and some equipment;
- Notifying to management the need for any repair;
- Performing other related duties as required by the supervisor.

REQUIREMENTS:

- being familiar with various pieces of cleaning equipment;
- having an understanding of cleaning chemicals;
- possessing a minimum of 3 months of relevant experience in cleaning servicing;
- being available for training;
- being reliable and prompt and also available to work during evening or week-end;
- Being of good moral character.

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| Place of work: | Kuujjuaq, Inukjuak, Umiujaq |
| Salary: | Min: $27 476 yearly – Max: $37 492 yearly (E1) |
| Other benefits: | Cost-of-living differential: minimum $8 500 annually.<br>Food allowance<br>Annual leave trips: maximum of 3 per person annually<br>Group benefits including Simplified Pension Plan;<br>Vacation: 20 days annually.<br>Statutory holidays: 19 days including 10 during the Christmas period |

Please send your résumé to:

Human Resources Advisor
Kativik Regional Government
P.O. Box 9
Kuujjuaq, Québec JOM 1CO
Fax: (819) 964-2975
E. Mail: humanresources@krg.ca

*The KRG is an equal opportunity employer. In accordance with this and with the* James Bay and Northern Québec Agreement*, conditions may vary to promote the employment of Inuit candidates.*

*Only candidates selected for an interview will be contacted.*