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Administration régionale KATIVIK Regional Government
KATIVIK 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 Logistics and Asset Management, 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.

Place of work: Kuujjuaq
Salary: Min: $27 476 yearly – Max: $37 492 yearly (E1)
Other benefits: Cost-of-living differential: minimum $8 500 annually;
Food allowance: minimum $3 707 annually;
Annual leave trips: maximum of 3 per person annually;
Simplified Pension Plan: 6% employer, 4% employee;
Group insurance;
Vacation: 20 days annually;
Statutory holidays: 19 days including 10 during the Christmas Period.

Please send your resume or application form to:

Human Resources
Kativik Regional Government
P.O. Box 9
Kuujjuaq QC J0M 1C0
Fax: 819-964-2975
Email: humanresources@krg.ca

** An employee is entitled to receive at least the Northern benefits allocated to an employee without dependants. An employee with dependants is entitled to benefits for her/his spouse and eligible dependants.*
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.