



## **EMPLOYMENT OPPORTUNITY – Part-time Janitor**

**Staffing Process Number: KTM/ACFN-2025-006**

The K'ai Tailé Market (KTM) is seeking to fill one (1) part-time **Janitor** position; for up to **Fifteen (15) hours a week**; Monday to Friday; 3 hour days; and have a willingness to work variable shifts including evenings, weekends, and holidays. The schedule may change from time to time to meet operational requirements. The role reports to the Co-Manager and is responsible for cleaning and sanitizing the KTM premises. This is a local position to **Fort Chipewyan, AB**. Candidates are responsible for their own accommodation and transportation.

### **GENERAL RESPONSIBILITIES:**

- Keeps building and property in a clean and orderly condition.
- Performs cleaning and sanitizing duties by:
  - Sweeps, mops, scrubs, or vacuums floors.
  - Gather and empty trash.
  - Scrubs, sanitizes, and replenish restroom facilities.
  - Dust furniture, walls, and equipment; cleans and polish fixtures and furniture.
- Cleans windows, mirrors, and partitions with soap and other cleansers.
- Follows procedures for the use of chemical cleansers and power machinery to prevent damage to floors and fixtures.
- Shampoos or steam-cleans carpets and rugs.
- Manages inventory of cleaning supplies
- Notifies supervisor regarding the need for repairs or supplies.
- Ensure the practices of safety regulations.
- Responsible for maintenance, cleanliness, safety and sanitation of the equipment, preparation room and store.
- Other duties as required.

### **JOB QUALIFICATIONS:**

- High School Diploma or equivalent or a combination of Education (Grade 10), training and experience may be considered as an alternative to a High School Diploma.
- One year or more of Janitor or related experience is preferred.
- M.S.D.S., and WHMIS (Workplace Hazardous Material System); training may be provided.
- Microsoft computer skills (MSWord, Excel and Outlook).
- Thorough understanding of Health and Safety legislation, policies, and practices.
- Strong organizational skills.
- Must be punctual, reliable and dependable.
- Ability to lift up to 50 lbs.
- Ability to work independently and as a team member; and willingness to work in a diverse workforce.

Interested applicants are invited to drop off at the KTM Customer Service counter, a covering letter and résumé or to send via e-mail, quoting **Staffing Process Number: KTM/ACFN-2025-006**, in confidence to: [HR@acfn.com](mailto:HR@acfn.com). **Closing Date:** Wednesday, March 21, 2025; by 5:00PM.

*Employment Equity is a factor in the selection process. Applicants are requested to include in their covering letter or résumé if they self-identify and are a member of the following group: Indigenous people (ACFN, MCFN, FMFN, etc., status or non-status, Inuit or Métis). Preference may be given to Indigenous people.*

*Marsi chogh/Thank you to all who apply, however, only those selected for an interview will be contacted.*