

JOB DESCRIPTION

Job Title: Student Custodian

Reports to: Health and Safety Manager

POSITION SUMMARY

The primary responsibilities of the Student Custodian are to complete inventory checks and replenish cleaning supplies, ensure designated high touch areas are sanitized and disinfected as required, and to keep an accurate digital recording of these cleanings.

RESPONSIBILITIES

- Clean all on site washrooms as directed;
- Disinfect all high touch areas in the main office building;
- Maintain inventory of cleaning supplies and replace them whenever necessary;
- Pick up and dispose of trash and empty trash receptacles;
- Sweep and mop;
- Sanitize equipment and tools provided for customers in the parking lot;
- Dusting shelves and replenishing stock of items in the store;
- Report any safety, sanitary, or fire hazards to the Human Resources department;
- Adhere to all company health and safety procedures;
- Consistently exhibit behaviour reflective of the Arnts The Landscape Supplier Inc. professional image.

QUALIFICATIONS / KEY SKILL REQUIREMENTS

- Some professional work experience as custodian, janitor, cleaning professional or a similar role required;
- Knowledge of standard cleaning methods and procedures;
- Ability to stand and walk for long periods of time;
- Consistent and detail-oriented;
- Excellent problem solving and organizational skills;

- Be a fast learner and have the ability to perform multiple tasks at once;
- Be cheerful and come to work every day with a positive attitude;
- Comfortable working in a fast paced environment;
- Ability to complete tasks with minimal supervision;
- Commitment to the Arnts The Landscape Supplier Inc. mission statement.

SUPERVISORY RESPONSIBILITIES

None.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

While performing the duties of this job, the employee is regularly required to work outdoors, subject to variations in temperature and weather, equipment noise and dust. Standing for long periods most of the time, but also involves walking for brief periods of time.

- Ability to stand for an extended period of time;
- Ability to perform repetitive action for an extended period of time;
- Move and handle boxes of cleaning products or other stock items throughout the various offices; which entails light lifting.

ADDITIONAL REQUIREMENTS

Will be required to perform other duties as requested, directed or assigned.