

QUALIFICATIONS FORM

Position Title: Custodian - Spareboard **Department:** Operations
Supervisor: Supervisor of Operations

EDUCATION	<p>TECHNICAL REQUIREMENTS Grade 12 preferred. Other related courses: Building Service Worker Program Custodial Services Advanced Custodial Services</p>
EXPERIENCE	<p>TECHNICAL REQUIREMENTS Previous experience in related field (six months).</p>
KNOWLEDGE	<p>TECHNICAL REQUIREMENTS <i>General knowledge which demonstrates:</i></p> <ul style="list-style-type: none"> • job related safety techniques and regulations. • knowledge of equipment related to the job. <p>JOB SPECIFIC (SITE DESIGNATED) Must possess a valid B.C. driver's license (Class # 5)</p>
SKILLS AND ABILITIES	<p>TECHNICAL REQUIREMENTS</p> <p><i>General ability which demonstrates:</i></p> <ul style="list-style-type: none"> • completion of written reports and requisitions. • use of basic equipment related to job.
	<p>INTERPERSONAL REQUIREMENTS <i>General ability which demonstrates:</i></p> <ul style="list-style-type: none"> • responsibility • dependability • adaptation to changing work procedures and situations • tact/courtesy in explaining and/or exchanging data or information • oral communication skills to maintain a cooperative working relationship with students, staff and the public • interpersonal skills in a team/school setting • independence with minimal supervision <p>PROBLEM SOLVING REQUIREMENTS <i>General ability which demonstrates:</i></p> <ul style="list-style-type: none"> • problem-solving skills to deal with equipment and/or supply related concerns • problem-solving skills to deal with requests, complaints or clarification of information • choice and application of appropriate methods, procedures and policies • management of a variety of tasks • analytical skills • organizational skills • close attention to detail
WORKING CONDITIONS	<p>OCCUPATIONAL REQUIREMENTS</p> <p>Sufficient vision and hearing to perform related job duties. Good manual dexterity. Ability to work at various heights. Ability to lift up to 18 kg (40 lbs) and operate related equipment</p>
Pay Scale	\$21.30 per hour, plus 11% in lieu of benefits.