

CUPE 382 Internal Vacancy

Posting Bulletin 20-14

– September 16, 2020 –

Listed below is a summary of the vacancies that are currently posted at Human Resources. Only the unique details for each posting are listed below.

Individuals wishing to apply for any of the competitions are urged to view the Qualifications and Job Descriptions for each position at your worksite or HRS. Applications from the present CUPE 382 staff will be received in Human Resources (**fax: 475-4113**) up to 4:00 p.m. on September 23, 2020 to fill these vacancies. An Internal [Application form](#) is available in pdf format.

(In order to view the on-line application form you must have [Adobe Acrobat Reader](#) installed. Acrobat Reader is available free of charge.

No.	Position	Location/ Term	Hours/ Week	Pay Grade	Close date	Job Specific Details
20-53C	Mechanical Foreman (8 hrs/shift)	Facilities - Capital (7:00 am – 3:30 pm)	40	25T with appropriate ticket certification	Sept. 23/20	Grade 12 certificate or an equivalent combination of education, training and experience; Valid Class 5 BC Driver's License; Courses related to supervisory skills such as leadership, organizational skills, team building and conflict resolution; Red Seal Trades Qualification in Plumbing, Sheet Metal or Roofing; Four (4) or more years of specific experience estimating jobs and supervising and coordinating employees, or six (6) years' experience in their related area including some direct experience estimating jobs and supervising their staff and coordinating other trades/departments, through the entire cycle of work, from beginning of estimate to completion of project; Demonstrated ability to work effectively with a wide variety of stakeholders in a leadership role. Stakeholders could include principals, teachers, students, parents, office staff, custodians, etc.; Must have working knowledge of digital technology; including email, online databases and facilities

						management software used by School District #61.
20-54C	Custodian I (8 hrs/shift)	View Royal Afternoon shift (3:30 pm – midnight)	40	6	Sept. 23/20	Physically able to perform all duties included in the Job Characteristics; Able to climb and work from 3 metre ladders; Past experience in the custodial field desirable; Maintains a cooperative working relationship with other workers; supervisory and teaching staff, students and public; It is understood that cleaning assignment within a school can be changed by the Supervisor, in consultation with the CII, as and when operational requirements necessitate a change.
20-55C	Custodian II (7.5 hrs/shift)	McKenzie Day Shift (6:00 am – 2:00 pm)	37.5	9	Sept. 23/20	Physically able to perform all duties in the Job Characteristics; Must have a minimum of five years' janitorial experience; Must have the ability to plan and delegate work to other employees; Maintains a cooperative working relationship with other workers, supervisory and teaching staff, students and public.
20-56C	Custodian II (8 hrs/shift)	Cloverdale Day Shift (6:00 am – 2:30 pm)	40	8	Sept. 23/20	Physically able to perform all duties in the Job Characteristics; Must have a minimum of five years' janitorial experience; Must have the ability to plan and delegate work to other employees; Maintains a cooperative working relationship with other workers, supervisory and teaching staff, students and public.

NOTE: Current proof of qualifications must be in your employee file at Human Resource Services by the closing date of the competition for which you are applying.

**IF YOU WOULD LIKE MORE INFORMATION REGARDING THESE VACANCIES,
PLEASE CONTACT PRINCIPAL/SUPERVISOR**