



An Affiliate of the Métis Nation of Alberta

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metiscrossing.org

Custodian

Location: Métis Crossing, Smoky Lake, AB

Position Status: Full Time Permanent

The Opportunity

Métis Crossing is Alberta's first major Métis cultural destination where we share and celebrate the Métis culture with all people! With its unique design that combines both traditional and contemporary Métis craftsmanship, Métis Crossing is a special blend of comfort, culture, and Métis history. Directly adjacent to the Métis Crossing Cultural Gathering Centre, our 40-room boutique lodge offers scenic views overlooking the majestic North Saskatchewan River, the very route used by our Métis ancestors as they gathered at this very spot. The Lodge offers a Bistro for coffee and express breakfast, as well as a Lounge for cocktails and light snacks.

The Custodian will play a vital role in the day-to-day operation of Métis Crossing. Assisting with streamlining the housekeeping process to ensure the lodge guests receive the fastest service possible in a safe and courteous manner. The Custodian will be mainly responsible for custodial duties throughout Métis Crossing, ensuring all common public areas are cleaned, sanitized, and safe at all times.

Key Responsibilities

- ∞ Perform all cleaning duties as assigned, following the janitorial daily task list.
- ∞ Adhere to all of the Lodge's standards, including Hygiene and Health and Safety.
- ∞ Maintain the cleaning function of the lodge, ensuring all common areas are always kept cleaned and sanitized. This includes disinfecting high touch areas, such as counters, doorknobs, light switches, chairs, etc. regularly.
- ∞ Spot cleans walls, partitions, light switches, windows, and sills.
- ∞ Daily removal and transport of soiled linens and garbage from rooms.
- ∞ Transport garbage to the outside garbage bin throughout the shift.
- ∞ Sweep and mop floors throughout the shift and daily.
- ∞ Set up and remove furniture for functions.
- ∞ Keeping the front entrance clear of snow and ice.
- ∞ Maintains a neat and orderly janitors' room; ensures cleaning and maintenance supplies are stocked.
- ∞ Assist Housekeeping with cleaning rooms as assigned.
- ∞ Assisting guests, when needed.

Skills & Competencies

- ∞ Excellent communication skills with ability to effectively communicate both verbally and in writing. Fluency in English is required.
- ∞ Excellent time management and organization skills.
- ∞ Ability to manage multiple priorities and work in a fast paced environment.
- ∞ Strong attention to detail.
- ∞ Strong interpersonal skills with the ability to build relationships with coworkers, guests, etc.
- ∞ Ability to work individually with little supervision, as well as part of a team.
- ∞ Strong cultural sensitivity.
- ∞ High level of professionalism and motivation.
- ∞ High level of integrity and work ethic.
- ∞ Ability to learn and apply job related skills through on-the-job training.
- ∞ Must possess basic computational skills.
- ∞ Ability to work in a physically demanding area (including lifting, carrying, pushing, pulling, bending, standing, reaching, and kneeling).
- ∞ Knowledge of Alberta history and cultural diversity an asset.
- ∞ Knowledge of Métis culture, history, and issues affecting Métis people an asset.

Qualifications

- ∞ Some experience with custodial duties and knowledge of cleaning processes. Previous Custodian or Janitorial experience would be an asset.
- ∞ High school diploma preferred.
- ∞ Level C First Aid/CPR would be an asset.
- ∞ Ability to obtain and/or maintain WHMIS certification.

Other Requirements

- ∞ Métis Crossing is located in Smoky Lake; this position will become based on site.
- ∞ Ability to work a flexible schedule of days, evenings, nights, and weekends.
- ∞ Must have a Class 5 Driver's license and reliable transportation.
- ∞ Must provide Criminal Record Check.

What we Offer

- ∞ The opportunity to work with an Indigenous organization and contribute to one of Alberta's most exciting tourism destinations in the making.
- ∞ Learnings about Métis history and culture, and a rich Indigenous cultural experience.
- ∞ Personal development opportunities.

- ∞ A comprehensive benefit package and employer contributions to Pension Plan for full time, permanent positions.
- ∞ Three (3) weeks paid vacation for full time, permanent positions.

Please send your resume to employmentmc@metis.org

Métis Crossing thanks all applicants for their interest. Only applicants selected for an interview will be contacted. No phone calls please.