



FRASER LANDS CHURCH

## Facilities Assistant/Custodian

Employer: Fraser Lands Church  
Location: Vancouver, BC  
Job Type: Full-Time  
Job Status: Permanent  
Job Salary: \$20.00-\$21.00/hr  
Category: Support Staff

Job ID: N/A  
Posting Date: January 28, 2025  
Posting Expiry: February 6, 2025  
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### **INTRODUCTION**

Fraser Lands Church's vision is to be a church of all nations transformed through faith and love in Christ.

Fraser Lands Church is looking for a Facilities Assistant to provide cleaning services and security for the church facility.

### **JOB DETAILS:**

Primary responsibilities include:

- Be available for evenings and weekend shifts including holidays.
- Provides cleaning for the church facility such that the interior of the church and the exterior grounds has a clean, orderly and pleasing appearance. Follow prescribed cleaning schedule.
- Perform scheduled security walk-through of the entire church (interior and exterior) and make sure security and safety measures are in place.
- Report safety, sanitary, or fire hazards and any areas or equipment that will require special attention, clean up and/or repairs to the Facilities Supervisor.
- Collaborates with the other Facilities Staff to ensure the scheduled maintenance of all public areas, equipment, tools, and fixtures is completed.
- Provide courteous service to building users and be available to unlock doors and gates, adjust room temperatures, and get loanable equipment from the office for people, etc.
- Arranges rooms and set ups for regular bookings and special events as requested.
- Ensures rooms are returned to normal prescribed settings and prepared for next day's activities.
- Performs other assigned facility care related duties as required. Check with the supervisor at the start of the shift for special assignments and cleaning projects.
- Clears snow and ice from walkways and parking areas. Shovel and salt sidewalk, stairwells, walkways, and entrances.
- Moves heavy furniture, equipment, and supplies if required.
- Responds to call-outs and emergencies as they arise.
- Performs the following cleaning and maintenance activities during shift:
  - Empties trash containers and clean containers from all public areas and offices and performs other custodial work as assigned.
  - Sweeps, mops, scrubs and waxes hallways, floors, and stairs.
  - Washes windows, interior walls, and ceilings.
  - Vacuum prescribed areas according to schedule.
  - Dusts prescribed areas according to schedule.
- Restrooms: Mops floors, cleans inside/outside of all toilets and disinfects; cleans all washbowls, sink counters, and mirrors; fills all paper-products dispensers and soap dispensers.

## **QUALIFICATIONS:**

- Valid BC Driver's license.
- A high school diploma or general education degree (GED) is required.
- Must be available for weekend night shifts including Friday, Saturday and Sunday.
- Must be available to sub-in or cover for team members on vacation.
- Must possess strength, stamina, and mobility to perform physical work.
- Must be available for regular standby assignments and off-hours as required.
- Previous custodial and ground experience is an asset.
- WHMIS training is preferred.
- Ability to understand and follow verbal and written instructions.
- Ability to lift and carry up to 50 pounds.
- Comfortable squatting, twisting, bending, and kneeling while using tools and performing maintenance tasks.
- Possess working knowledge of the methods, techniques, and materials used in custodial work.
- Ability to climb ladders and work from heights.
- Familiar with operating, caring for, and storing custodial equipment and supplies.