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**Position Title: Environmental Services Worker – Term (May 21/19 – Aug. 8/19) – Part Time**

**Department: Environmental Services – Shoreham Village**

**Effective: May 21, 2019**

**Responsible To: Manager of Support Services** – Shoreham Village

**Hours of Work: 9 Hours Bi-weekly (3 hour shifts) - Evening**

**Qualifications:**

* High School Diploma or equivalent required
* Previous experience in environmental services in a health care facility is considered an asset
* WHMIS Certification
* Regular attendance and punctuality are required
* Must attend in-service programs while on duty as required
* Able to lift/ move up to 30 lbs
* Ability to work well with others including co-workers, supervisors, and residents.
* Ability to work independently with minimal supervision.
* Ability to attend work on a regular and consistent basis according to the Shoreham Village Standards.

**Knowledge of the following:**

* Operation of floor machine
* Proper Body Mechanics
* Customer and Personal Service
* Shoreham policies and procedures
* Chemicals
* WHMIS

**Major Responsibilities:**

* Cleans common area and floors
* Performs cleaning functions in assigned areas (e.g. mopping, dusting, polishing, stripping, waxing, vacuuming, etc.)
* Collects and transports garbage and recycling
* Maintains cleanliness, orderliness, and general repair of equipment and work area
* Performs periodic floor, and carpet maintenance in accordance with established procedures and prescribed techniques
* Follows safe work practice for chemical use including proper labeling, storage and use
* Cleans rooms, hallways, lobbies, lounges, restrooms, corridors, elevator, stairways, and other work areas so that health standards are met
* Provides assigned areas with appropriate housekeeping supplies (e.g. offices, washrooms, bathrooms, lounges, resident rooms, dining areas, activity areas, etc.)
* Cleans walls, windows, doors, shelving, stairways and entrances in assigned areas
* Ensures there are adequate supplies and ensure that equipment is in proper working order to carry out duties and responsibilities
* Follow guidelines for safety and sanitation procedures
* Cleans and checks all equipment, reporting all necessary repairs to the Director of Support Services
* Performs other related duties as required

**Salary:** As per CUPE Collective Agreement

If this exciting opportunity interests you, please send your resume to Human Resources Northwoodcare Incorporated

Human Resources Tel: (902) 454-3369

Northwood Fax: (902) 454-3384

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***TERMS OF EMPLOYMENT AS PER CURRENT CUPE HEALTHCARE COLLECTIVE AGREEMENT***

 ***Internal applicants will be reviewed first and preference will be given to seniority when skills, abilities, experience and qualifications are equivalent***

***Offers of employment contingent upon successful applicant providing a satisfactory Criminal Records Check***

***Position to commence as soon as a suitable candidate is selected.***