

Job Posting: Posting Detail**Posting:** C2627-058**Closing Date:** 07-Aug-2026

Position	Location	Assignment Type	Hours	Rate of Pay
Elementary Custodian	Yennadon Elementary	Continuing	40.0000	28.5200

Typical Duties/Assignment Description

Starting as soon as possible, this assignment works afternoon shift and follows a 12 month schedule.

Additional Information/Site Specific Expectations

Performs a variety of custodial duties to ensure the safety, cleanliness and security of school facilities and grounds.

Education and Experience/Mandatory Qualifications

- Successful completion of Grade 10 plus a Building Service Worker Certificate from a recognized college/institution or equivalent training and experience in an institutional setting.
- Knowledge of materials, methods and equipment used in custodial work.
- Knowledge of safety procedures related to work performed.
- Sufficient physical strength, health and coordination to perform the duties and responsibilities of the job.
- Demonstrated ability to communicate effectively and harmoniously with staff, students, parents, contractors and visitors.
- Demonstrated ability to work at the level of independence and with the degree of initiative appropriate to the position. A valid B.C. Driver's License.

Additional Qualifications, Knowledge, Abilities & Skills

Please reference the full job description for specific qualifications and additional position-related information. All current job descriptions can be found on the staff intranet site inside.sd42.ca under the Business Function HUMAN RESOURCES tab at the top of the page.

Job Posting: Posting Detail**Posting:** C2627-059**Closing Date:** 07-Aug-2026

Position	Location	Assignment Type	Hours	Rate of Pay
Rentals, Cust. & Trans. Coord	Maintenance	Time Duration	35.0000	34.0000

Typical Duties/Assignment Description

Starting as soon as possible until Decebmer 31, 2026; or return of incumbent. This position follows a 12 month schedule.

Reporting to the Manager of Operations, and as part of the Maintenance administrative support team, provides a variety of clerical services to the Custodial department, student transportation services, and oversees, schedules and coordinates the rental of school facilities to internal and external customers.

Additional Information/Site Specific Expectations**Education and Experience/Mandatory Qualifications**

Successful completion of Grade 12 plus a 2-year diploma in Business Administration or a related field.

Two (2) years' experience in an office environment with demonstrated experience in administrative services.

Intermediate proficiency with office equipment, personal computers and a variety of software packages, including word processing, spreadsheets, and database applications with keyboarding skills at 50 wpm with a high degree of accuracy.

Excellent organizational skills including the ability to plan, prioritize and multi-task.

Demonstrated ability to communicate effectively and harmoniously with staff, contractors, suppliers, visitors and the general public.

Demonstrated ability to work at the level of independence and with the degree of initiative appropriate to the position.

Additional Qualifications, Knowledge, Abilities & Skills

Please reference the full job description for specific qualifications and additional position-related information. All current job descriptions can be found on the staff intranet site inside.sd42.ca under the Business Function HUMAN RESOURCES tab at the top of the page.

Job Posting: Posting Detail**Posting:** C2627-060**Closing Date:** 07-Aug-2026

Position	Location	Assignment Type	Hours	Rate of Pay
Head Custodian	Samuel Robertson Tech	Time Duration	40.0000	32.5500

Typical Duties/Assignment Description

This time duration is effective immediately until October 16, 2026; or return of incumbent. This assignment works afternoon shift and follows a 12 month schedule.

Additional Information/Site Specific Expectations

Performs a variety of custodial duties to ensure the safety, cleanliness and security of school facilities and grounds. Supervises custodial staff and orients new custodians.

Education and Experience/Mandatory Qualifications

- Successful completion of Grade 10 plus a Building Service Worker Certificate from a recognized college/institution and one (1) year experience or equivalent training and experience in an institutional setting plus six (6) months experience in a supervisory capacity.
- Successful completion of a course in Supervisory Skills from a provincial post-secondary institution or as offered by the Board.
- Knowledge of materials, methods and equipment used in custodial work.
- Knowledge of safety procedures related to work performed.
- Sufficient physical strength, health and coordination to perform the duties and responsibilities of the job.
- Demonstrated ability to communicate effectively and harmoniously with staff, students, parents, contractors and visitors.
- Demonstrated ability to work at the level of independence and with the degree of initiative appropriate to the position.
- A valid B.C. driver's license.

Additional Qualifications, Knowledge, Abilities & Skills

Please reference the full job description for specific qualifications and additional position-related information. All current job descriptions can be found on the staff intranet site inside.sd42.ca under the Business Function HUMAN RESOURCES tab at the top of the page.