Aamjiwnaang First Nation

EMPLOYMENT OPPORTUNITY

Position Title: Custodian (Community Centre)
Location: Sarnia, ON
Duration: Permanent
Posting Closes/Deadline: November 5th, 2026

Position Summary

The Custodian is responsible for performing custodial duties, minor maintenance, and other miscellaneous duties to ensure that the Community center and facilities are maintained in a healthy, safe, and sanitary manner.

Responsibilities

- Sweep and mop surfaces in hallways, rooms, offices, and waiting areas
- Vacuum carpets and curtains, occasionally shampooing both and ensuring that they are dried and hung / placed properly
- Wash windows and screens using wipers and sponges, and clean woodwork
- Washes walls, ceilings, woodwork, windows, mirrors, and fixtures using both step and extension ladders
- Clean and sanitize washrooms and replenish supplies such as soap, toilet paper and towels
- Polish furniture and furnishings and ensure that surfaces are polished regularly
- Perform maintenance and repair work such as changing bulbs, setting and checking alarm systems
- Set up/ take down for community events, services and/or meetings
- Create and maintain inventories of supplies needed to clean and then notify supervisor of low supplies such as cleaning agents and cleaning cloths and equipment and tools such as mops, dusters, brooms, and buffing machines
- Maintain janitor closets in a clean, organized and safe manner
- Proper labeling, dilution and use of all chemicals
- Ascertain that equipment such as buffing machines, vacuum cleaners are properly maintained on a regular basis
- Collect trash from trash receptacles and dispose it off properly
- May perform ground maintenance including removal of snow from sidewalks, salting walkways, light gardening
- Maintain the overall condition of the building and grounds
- Cleans grounds and parking lots of litter, glass, or other debris
- Wearing proper Personal Protective Equipment at all times

Other:

- At times may be required to be the Key Holder
- Other duties as assigned.

Minimum Requirements

- High School Diploma or equivalent required
- Criminal Check
- Knowledge of the Workplace Hazardous Materials Information Systems

Other Considerations

In accordance with Section 16 Special Programs of the Canadian Human Rights Act, preference will be given to Aamjiwnaang Band Members with relevant education/experience (R.S.C 1985, c. H-6, s16 (1-3).

Application Process

If you are interested in this opportunity, kindly forward your resume and cover letter via mail, email, or fax to:

Aamjiwnaang First Nation
978 Tashmoo Avenue
Sarnia, ON
N7T 7H5
Attention: Corrie Plain, Human Resources Officer
Or
humanresource@aamjiwnaang.ca with subject line: JOB APPLICATION - CUSTODIAN
Or
519-336-0382 fax

For more information, check us out online at www.aamjiwnaang.ca