



Grande Prairie ^{and District} Catholic Schools

invites applications for a

FACILITY SUPERVISORS

On-call casual basis

Job #092-05-18/19: On a regular basis our schools are used by community groups on weekends. On such occasions, we employ a supervisor for the duration of the booking. Duties include locking and un-locking the facility, assist in setting up equipment, supervising the user group, ensuring all equipment is stored appropriately, and light cleaning duties.

Qualifications:

- Experience in the custodial field is preferred
- You must be able to work independently and as part of a team
- High School Diploma

Duties:

- Opening and closing of the facility
- Set up and take down the required equipment
- Supervise the user group
- Regularly check, clean and maintain bathrooms and other areas as needed
- Ensure space is in order and building is secure before leaving

Rate of pay:

- \$16.00 per hour

Interested applicants should forward a completed application form #467D (available on our website www.gpcsd.ca) to:

Human Resources
Catholic Education Centre
9902 - 101 Street
Grande Prairie, Alberta T8V 2P4
Phone: (780) 532-3013 / Fax: (780) 532-3430