

The **Eastern Townships School Board** is seeking candidates  
for the following

## **CARETAKER OCCASIONAL AND REPLACEMENT**

### **NATURE OF WORK**

The principal and customary work of an employee in this class of employment comprises the responsibility of the carrying out of the preventive maintenance work, the physical maintenance work and the domestic maintenance work of a school or another building. This position involves the performance of such duties, their surveillance and coordination, if need be.

### **CHARACTERISTIC FUNCTIONS**

The employee in this class of employment is responsible for the cleanliness of the premises and proper functioning of facilities: heating, ventilation, lighting systems, maintenance apparatus and equipment, the surveillance of the operation of the type of heating equipment which does not require the presence of a stationary engineer, the carrying out of certain maintenance work such as: snow removal and grass cutting or repairs to doors, windows, furniture, to take all necessary measures to assure adequate security against fire and theft; in certain specific cases and according to requirements, control the coming and going of visitors, pupils and personnel.

The employee may be asked to supervise work performed by other non-specialized employees.

If need be, he or she performs any other related task.

### **QUALIFICATIONS REQUIRED :**

- General knowledge of the following systems: heating, ventilation, lighting, alarms;
- Basic knowledge of the main construction trades;
- Basic knowledge of cleaning skills;
- Knowledge of energy control systems;
- Three (3) years pertinent experience.

**SUPERVISOR :** The Principal

**SALARY :** \$20.00/hour

Applications should be sent to:

**hr@etsb.qc.ca**

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Human Resources  
340 Saint-Jean-Bosco Magog, QC J1X 1K9  
FAX: (819) 868-3821

***Equal opportunity for all***