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| Position Title: | Housekeeper  | Competition #: | 27/21 |
| Ministry Unit: | Ottawa Booth Centre | Position Type: |  1 Part time position |
| Salary Range: | $14.25 | Date posted: | June 25, 2021 |
| City: | Ottawa | Posting Expires: | July 1, 2021 |
| Applications Accepted By: |
| Fax at 613 241-2818 or Email at: jobs@saobc.org**Attention:** Employee Relations Department**Please no phone calls.** |
| Organization Description |
| The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.**Mission Statement**The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.**Core Values**The Salvation Army Canada and Bermuda has four core values:**Hope:** We give hope through the power of the gospel of Jesus Christ.**Service:** We reach out to support others without discrimination.**Dignity:** We respect and value each other, recognizing everyone’s worth.**Stewardship:** We responsibly manage the resources entrusted to us.**Position Purpose summary:** To provide a clean and safe environment at the Ottawa Booth Centre and Anchorage Programs.**Accountabilities:** * ensures general upkeep of The Ottawa Booth Centre such as common areas, resident’s rooms, cleaning floors, washrooms,-windows, dusting, vacuuming, collecting and disposal of garbage
* checking, cleaning, moving, arranging and dusting furniture as required
* restocks washroom supplies and distributes received material as required
* follow proper universal precautions while performing duties
* follow hazardous materials procedures
* performs other duties as per assigned for each area of our property
* aiding in the prevention of the spread of bedbugs
* required to show courtesy to clients and all those on the property of the Ottawa Booth Centre

**Health and Safety** * adheres to all health and safety policies and procedures in place; complies with all instructions from the employer concerning health and safety as per the Occupational Health and Safety Act and WSIB
* ensures all procedures, rules and guidelines for the safety and security of clients and staff are enforced and respected

**Physical Effort:*** operate industrial cleaning equipment and tools
* mop and sweep (repetitive motions)
* bend and twist
* occasionally carry out step-ladder work
* lift more than 20 pounds with assistance

**Working Conditions:** * may deal with angry and abusive clients
* may encounter verbal abuse

**education and experience Qualifications:** **Education, Qualifications and Certifications:** * High School Diploma or equivalent

**Experience and Skilled Knowledge Requirements:*** 1 to 3 years recent housekeeping experience preferably with an organization that works with the marginalized population

**Skills and Capabilities:** * current WHMIS training
* nonskid CSA approved Safety shoes are required
* bilingual (English and French) is an asset
* must supply a current Clear Police Check

**Hours:** Saturday and Sunday 1:30pm – 10:00pm *The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.* We thank all applicants, however, only those candidates to be interviewed will be contacted.*.* |