



GIZHEWAADIZIWIN
Health Access Centre

Maintenance - Custodian

FTE: 1.0

Status: Permanent

Competition Number: OFF02-26

Closing Date: Open until filled

Salary: \$24.44 - \$28.75 per hour; as per ONA collective agreement

The Gizhewaadiziwin Health Access Centre is a community based, Indigenous controlled, Primary Care service that combines western curative care with traditional Ojibway healing philosophies and practices. The Access Centre provides clinical, social, health promotion and preventive services, as well as, access to traditional Ojibway healers.

Summary of Position:

Reporting to the Office Manager, the Maintenance – Custodian Worker is responsible for ensuring that the health care facility is clean, safe, well-maintained, and welcoming for clients, staff, and community members. This role provides daily custodial services, routine maintenance, and support for facility operations. The position contributes to a healthy environment by respecting Indigenous values, cultural practices, and community needs.

Qualifications:

- High school diploma or equivalent preferred.
- One or more years' experience in custodial, building maintenance, or facilities support.
- Basic knowledge of plumbing, electrical, HVAC systems.
- Must be bondable.
- Must provide a valid Ontario Driver's License.
- CPR/First Aid and Mental Health First Aid certified required or willing to obtain.
- Clean Vulnerable Sector Criminal Reference Check and Driver's Abstract required.
- Experience and understanding of local Indigenous communities and culture within the Southern Region of Treaty #3.
- Must be willing to travel to all Southern Treaty 3 First Nation Communities when required.
- Ability to speak Anishinaabemowin a definite asset.
- First Nations, Inuit or Métis candidates are encouraged to apply. Please self-identify.

As a part of our team, you will be eligible for:

- 100% employer-paid health care benefits;
- Become a member of the Healthcare of Ontario Pension Plan (HOOPP);
- Six (6) paid Personal Leave Days a year;
- 3 weeks (starting) paid vacation subject to increase quickly over tenure;
- Invited to actively participate in cultural and traditional teachings and knowledge.

A complete Job Description is available by contacting the Human Resources Department at 274-3131.

Qualified applicants are invited to submit a covering letter referencing the competition number, resume, 3 work related references (*one must be from a current or most recent supervisor*) and written authorization to contact references.

Attention: Human Resources
Gizhewaadiziwin Health Access Centre
P.O. Box 686
Fort Frances, ON P9A 3M9
careers@gizhac.com

MAINTENANCE - CUSTODIAN

Vision: Mino Bimaadiziwin

Mission: We embody Gizhewaadiziwin by delivering safe and high-quality services rooted in Indigenous Worldview. We are committed to wholistic services that integrate traditional healing methods with western health care to strive for Indigenous Health Equity and Mino Bimaadiziwin.

Values: Nibwaakaawin – Wisdom ◦ Zoongide'ewin – Bravery ◦ Dabasendizowin – Humility ◦ Zaagi'idiwin – Love ◦ Gwekwaadiziwin – Honesty ◦ Debwewin – Truth ◦ Manaaji'idiwin – Respect ◦ Boonedamowin – Forgiveness



Summary of Position:

Reporting to the Office Manager the Maintenance - Custodian worker will be responsible for the cleaning and basic maintenance and upkeep of the Gizhewaadiziwin Health Access building and grounds. The Maintenance/Custodian person will also be responsible for maintaining accurate inventory of supplies for infection control, cleaning and grounds maintenance. The position will also be responsible for advising management when contractor services will be required for building maintenance.

Duties and Responsibilities

- Regular inspection of mechanical, electrical, and structural components of the building;
- Performing the regularly scheduled maintenance on the heating/air conditioning equipment as indicated in maintenance manuals or as required;
- Cleaning furnace filters on a regular basis;
- Troubleshooting for equipment not operating properly and make the necessary repairs, and recommending those repairs requiring specialized skills;
- Ensuring security of the building by locking doors and limiting the number of persons with access to the building;
- Some interior painting on an as required basis;
- Completing an annual inspection report for the building;
- Regular janitorial cleaning, including daily washroom upkeep, sanitizing, garbage removal, vacuuming, sweeping, mopping, stripping, buffing, walls;
- Undertaking minor repairs as directed by management;
- Follow any preventative maintenance procedures set in place by equipment suppliers;
- Assist with repairs on any heating, electrical, or mechanical equipment;
- Snow removal and lawn care and other outside duties as required;
- Perform other related duties as assigned.

Qualifications

- One or more years' experience in general custodial work;
- Ability to lift 50 pounds or more.
- Basic knowledge of plumbing, electrical, HVAC systems.
- Good communication skills and the ability to work independently;
- Must be bondable.
- Valid Driver's License an asset.
- Clean Vulnerable Sector Criminal Reference Check and Driver's Abstract required.
- Ability to speak Ojibway and prior experience in working with Aboriginal people, a definite asset.
- Experience and understanding of local Indigenous communities and culture within the Southern Region of Treaty #3.
- First Nations, Inuit or Métis candidates are encouraged to apply. Please self-identify.

Gizhewaadiziwin is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If contacted for an employment opportunity or interviewing, please advise if you require accommodation.

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