



ST. PAUL'S HIGH SCHOOL

JESUIT

Job Description: Full-time Custodian Position

Work Hours: Monday – Friday, 2:30pm – 10:30pm

Application Close Date: Open until position filled

We are looking for a full-time custodian to join our vibrant team. As custodian, you will maintain, protect and clean our facilities. The ideal candidate will have at least 1-year experience in a custodian role, preferably in a school environment.

Custodian Job Responsibilities:

- Keeps building and property in clean and orderly condition.
- Performs routine maintenance activities
- Sweeps, mops, scrubs, buffs, remove scuffs or vacuums floors.
- Gathers and empties trash
- Scrubs, sanitizes, and supplies restroom facilities
- Dusts furniture, walls, and equipment
- Cleans windows, mirrors, walls and partitions with soap and other cleansers
- Mixes cleaning solutions and chemicals in containers in preparation for cleaning, according to instructions
- Follows procedures for the use of chemical cleaners and power machinery to prevent damage to floors and fixtures
- Cleans and polishes fixtures and furniture
- Shampoos or steam-cleans carpets and rugs
- Assist in setting up rooms for meetings or events
- Manages inventory of cleaning supplies
- Notifies managers regarding the need for repairs or additions to building operating systems

Custodian Qualifications / Skills:

- Knowledge of standard cleaning methods and procedures
- Ability to stand, walk, and bend for many hours
- Ability to perform repetitive motion for long periods of time
- Ability to work independently with minimal supervision
- Experience with using cleaning equipment, including vacuum cleaners, floor buffers, and cleaning solutions
- Background in handling, mixing, and using cleaning chemicals
- Knowledge of occupational hazards safety rules
- Excellent communication skills
- Ability to lift heavy objects (up to 45lbs), climb ladders and work at particular heights
- Must be available to work days/afternoons/evenings (exact shift hours to be discussed during interview)

Note: Additional duties may be assigned from time to time by the Buildings and Grounds Supervisor or their designate.



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About St. Paul's High School:

Central to the mission of St. Paul's High School is the preparation of young men for post-secondary studies and subsequent leadership in the community. As a Jesuit, Catholic school our curriculum has been developed in a way that stimulates our students' imagination and desire to learn, encourages them to make positive and meaningful decisions, and provides the groundwork that promotes lifelong learning.

Through the commitment and efforts of all members of the learning community – students, parents, teachers, alumni, friends, and board members – our students develop into competent, conscientious, and compassionate men for others.

Application Process:

Please email or send resume to:

St. Paul's High School
2200 Grant Avenue
Winnipeg, MB R3P 0P8
Attention: Mr. Blair Holden, Buildings and Grounds Supervisor

Email: bholden@stpauls.mb.ca

Only those candidates selected for an interview will be contacted.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications for the posted position.



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— JESUIT —

Mission

St. Paul's High School is missioned by the Canadian Jesuits to educate students as whole persons to become men for others and so assist the Church in building the Kingdom of God.

Vision

St. Paul's High School, an exceptional post-secondary preparatory school, fosters excellence for the greater glory of God. We champion diversity, inclusivity and financial accessibility. Guided by faith, our graduates will be critical thinkers, compassionate and committed to lifelong learning and service. As alumni, they will thrive in their chosen paths, leading the world towards a hope-filled future.

Values

We believe educating the whole person means developing a community of faith and the pursuit of excellence where all members are committed to ongoing development in the following characteristics:

We are

OPEN TO GROWTH

We care for our spiritual, emotional, mental, social and physical wellbeing. We reflect on experiences and embrace challenges as opportunities for continuous growth.

We are

INTELLECTUALLY COMPETENT

We foster intellectual growth, aligning with Ignatian values to develop critical thinking, digital fluency and global awareness. This foundation prepares us for excellence in post-secondary learning and shapes us into responsible citizens ready to make meaningful contributions.

We are

RELIGIOUS

We deepen our faith through Catholic, Ignatian teachings. We embrace prayer, sacraments and service to transform ourselves and our community. Our commitment to reflection and discernment guides our actions. Through interfaith dialogue, we respect and learn from various religious traditions, enriching our own spirituality.

We are

LOVING

We nurture relationships grounded in empathy and mutual understanding, caring for each person wholly (known as cura personalis), respecting their dignity as creations in God's image. This comprehensive care, embracing both individual and collective wellbeing, extends to our stewardship for all creation.

We are

COMMITTED TO JUSTICE

We commit to social justice and service, informed by Catholic teachings and the principles of equity, solidarity, reconciliation and the dignity of every human being. We strive for a just and compassionate society.