



Employer Batawa Community Sports Inc (Batawa Ski Hill)  
Title Caretaker  
Status Seasonal  
Department Food & Beverage  
Report to Food & Beverage Supervisor

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### **JOB SUMMARY**

Caretaker is a seasonal position. The position focuses on the overall lodge appearance, paying special attention to the tidiness and cleanliness of the facility. The Caretaker will work closely with the Food & Beverage Supervisor to ensure tasks are completed on time and to the highest possible standard. The Caretaker is directly responsible for the image of the lodge.

### **Duties**

- Maintaining the condition and appearance of the chalet
- Must be willing to work as a team member and follow direction
- Maintain equipment required to do the job successfully
- All surfaces and fixtures are the responsibility of the caretaker (floors, walls, tables, chairs, toilets, sinks, counters, etc)
- Dispose of garbage and recycling
- Adjust and do minor repairs to tables, chairs, shelves, lighting fixtures, gates and doors, etc when necessary
- Service, clean, polish and supply restrooms regularly
- Perform some preventative maintenance outside such as salting walkways, bring in firewood, and shovel snow
- Report an unsafe situations or conditions to your immediate supervisor
- Clear and wash tables
- Keep fireplace and wood supply stocked
- Perform other duties as required

### **Requirements**

- Relevant experience in a janitorial or custodial setting
- Excellent communication skills with special attention to great customer service
- Positive, personable and outgoing attitude
- Ability to problem solve independently
- Standing, walking, lifting, carrying, bending
- Valid driver's license and a reliable vehicle
- Strong work ethic and commitment to excellence
- Knowledge of emergency procedures
- High School diploma or working towards diploma
- Demonstrates a professional image at all times through appearance and uniform dress
- Successful completion of tests (WHMIS and other department requirements)

### **Application Procedure:**

1. Complete online application form at <https://goo.gl/forms/tpGuhi70u7EKOnUf2> ( link can also be found on our website under Employment )
2. Submit resume to [admin@batawaskihill.com](mailto:admin@batawaskihill.com) or drop off at (or mailed to): Batawa Ski Hill, 99 Ski Club Lane, Batawa, ON K0K 1E0. For more information please call 613-398-6568.

