

Job ID: #UNIFOR-24-01
Job Title: Caretaker II
Department: Physical Plant
Campus: Thunder Bay, ON
Status: Full Time, Temporary
Job Category: Unifor

Date Posted: April 17, 2024
Closing Date: April 24, 2024

Why Lakehead University?

Thunder Bay is one of Canada's top emerging cities. Here you will find a mix of modern city living and the best of nature – all on your doorstep. Thunder Bay provides small city affordability, big city opportunities and the bonus of a superior lifestyle. When it comes to location, nature and cost of living, Thunder Bay is one of the best places to live in Canada. For more on the vibrant city of Thunder Bay, visit thunderbay.ca.

At Lakehead University we challenge the conventional to provide a university experience that's far from ordinary. Your unique ideas will be respected and encouraged. Join our thriving academic community where you can make a real difference through innovation and collaboration.

Lakehead is a comprehensive University with a reputation for innovative programs and cutting-edge research. In 2022, for the third year in a row, Lakehead University was included in the top 100 of the Times Higher Education Impact Rankings. Lakehead is the highest ranked university in the world with under 10,000 students. Maclean's has once again included Lakehead University among Canada's top 10 primarily undergraduate universities in the magazine's 2023 University Rankings.

Job Duties

- Performs a wide variety of tasks in Physical Plant and/or Residence related to custodial, grounds, shipping/receiving and electrical work. The principal responsibilities are outlined on the position descriptions for Receiver/Shipper/Trucker; Custodian I; Caretaker; Groundswoker and Electrician Helper.
- Will be assigned to a home department in Housekeeping.
- Works in compliance with the Occupational Health & Safety Act, WHIMIS Regulations; Transportation of Dangerous Goods Act; other health & safety-related legislation & standards and with such workplace practices as outlined by his/her immediate supervisor.
- Operates the appropriate machinery for the position, e.g., floor cleaning machine, lawn mower, trucks, power tools, etc.
- Performs other related duties as assigned.

Qualifications

- Minimum Grade 12 education
- Experience in custodial, grounds, receiving/shipping.
- Must have a current, valid driver's licence of the appropriate class, with a good driving record.

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- Must have the following certifications (or the ability to complete certifications during the trial/probationary period): WHMIS, chainsaw certification, defensive driving certificate, forklift certification, current Transportation of Dangerous Goods certificate and any other related training during the trial/probation period (E.g. tractor operation, etc.)
- Ability to follow oral and written instructions.
- Ability to meet the physical demands of the job, including lifting, carrying, pushing, pulling heavy objects (occasionally over 100 lbs.), working at heights (scaffolding and ladders) and perform overhead work.
- General knowledge of recognized practices and safe work habits and techniques employed in grounds maintenance, custodian work, and electrical work and in receiving/shipping, including knowledge of traffic laws and defensive driving principles.
- Familiarity with the Occupational Health & Safety Act and its regulations and other health and safety related legislation and standards.
- Ability to operate the appropriate machinery for the position (e.g. forklift, tractors, loaders, scrubbers, carpet extractors, etc.).
- Aptitude for general maintenance functions.
- Ability to deal courteously with staff, students and the general public.
- Proven good work record, attendance and punctuality.
- Ability to perform heavy manual work, shovelling gravel and snow on a continuous basis as required, and carrying bags of salt and fertilizer on and off the truck

Working Conditions

A conditional offer of employment will be extended to the successful applicant. On evidence that a candidate is able to meet the physical demands of the essential duties of the job, as determined through the completion of a pre-employment screening, a final offer of employment will be extended to the candidate. The screening will be based on the Physical Demands Analysis (PDA) of the job.

- Home Base: Housekeeping Department, Main Campus
- Primarily a 8:00 a.m. to 4:00 p.m. shift, Monday to Friday.
- When required, hours of work and location may be modified to suit the needs of the University

What do We Offer?

This position offers a competitive remuneration package including salary, comprehensive benefits package, life insurance, pension plan, and tuition waiver.

Lakehead University has a commitment to supporting employees and providing opportunities for flexible and diverse work arrangements. We are proud to share the [Alternate Work Arrangement Guideline](#) as a step to creating innovative schedules that work for our employees to promote a quality work-life balance. Please inquire with the hiring manager if this position is eligible for an Alternate Work Arrangement.

How to Apply

Interested applicants may apply by clicking on this link to [this Google Form](#) and attaching your cover letter and resume in word or PDF format.



Employment Opportunity

If you are experiencing any issues with the Google Form, please email careers@lakeheadu.ca for assistance.

We appreciate your interest; however, only those selected for an interview will be notified. Lakehead University is committed to creating a diverse and inclusive environment and welcomes applications from all qualified individuals including women, racialized persons, Indigenous people, persons with disabilities and other equity-seeking groups. All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority. This is in accordance with Canadian immigration requirements.

Lakehead University is committed to supporting an accessible environment. Applicants requiring accommodation during the interview process should contact the Office of Human Resources at (807) 343.8334 or human.resources@lakeheadu.ca to make appropriate arrangements