'NA AKSA GYILAK'YOO SCHOOL

3515 Kalum Quarry Access Road, Terrace, BC V8G0C8
T: (250) 615-2844 | F: (250) 615-2833
www.nagkschool.ca

Position: Custodian/Custodial Supervisor
Location: 'Na Aksa Gyilak'yoo School
Employment Type: Part time
Hours: 4 hours per day
Wage: Dependant on experience
Start Date: Immediately

'Na Aksa Gyilak'yoo School is seeking a dependable, hardworking, and detail-oriented Custodian to join our school team. The successful candidate will play an important role in maintaining a clean, safe, welcoming, and healthy learning environment for our students, staff, and visitors.

We are looking for someone who takes pride in their work, demonstrates initiative, and understands the importance of creating a positive school environment.

Key Responsibilities

- Clean and sanitize classrooms, hallways, washrooms, offices, and common areas.
- Sweep, mop, vacuum, and maintain floors.
- Empty garbage and recycling bins and dispose of waste appropriately.
- Clean and disinfect frequently touched surfaces.
- Replenish washroom and cleaning supplies as needed.
- Perform routine cleaning and minor maintenance tasks.
- Monitor the building for safety concerns and report maintenance issues.
- Assist with setting up and taking down furniture and equipment for school activities and events.
- Ensure cleaning equipment and supplies are properly maintained and stored.
- Follow all health, safety, and WHMIS procedures.
- Maintain confidentiality and demonstrate professionalism when working in a school environment.
- Perform other related duties as assigned.

Qualifications and Skills

- Ability to mentor, support, and coach custodial team
- Previous custodial or cleaning experience is an asset.
- Ability to work independently and as part of a team.
- Strong attention to detail and organizational skills.
- Ability to manage time effectively and prioritize tasks.
- Physically capable of performing cleaning duties, including lifting, bending, standing, and walking for extended periods.
- Knowledge of safe cleaning practices and proper use of cleaning products.

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- Ability to communicate respectfully and professionally with students, staff, parents, and visitors.
- A positive attitude, strong work ethic, and dependable attendance.

Additional Requirements

- Successful completion of a criminal record check as required.
- Valid First Aid certification is an asset.
- WHMIS certification or willingness to complete training.
- Ability to follow school policies and safety procedures.

How to Apply

Interested applicants are invited to submit a resume and cover letter to:

Attention: Jaclyn Robinson, Principal
Email: principal@nagkschool.ca
Application Deadline: November 27, 2026