



Housekeeper Summer Program Assistant

Casual · Full-time · Non-unionized

Are you between the ages of 15 and 30? Are you looking to gain experience working in the child care sector? Andrew Fleck Children's Services (AFCS) is looking to hire Housekeeper Summer Program Assistants to work at our Group Child Care Centres! As Housekeeper Summer Program Assistant, you will maintain a pleasant, clean and healthy environment for children and staff in compliance with Public Health regulations and agency procedures. You will assist in providing food and doing follow-up cleaning, keeping dining, activity, washroom and office areas sanitary and clean and doing laundry.

6 POSITIONS AVAILABLE AT VARIOUS ANDREW FLECK CHILDREN'S SERVICES SITES

Position dependent on receiving funding through Canada Summer Jobs (CSJ), an initiative to help youth gain job skills and experience. Maximum age requirement for the CSJ program is 30 years of age. To be eligible, applicants must be between the ages of 15 and 30 and must be a Canadian citizen or Permanent Resident.

Available from: June 2021 to August 2021 (Variable start and end dates)

Salary: \$17.11 per hour + 4% vacation pay

Hours: Up to 35 hours per week

Location: Various Child Care locations:

- Carleton Heights, 1660 Prince of Wales Drive
- Colonel By, 1125 Colonel By Drive
- George Street, 195 George Street
- Overbrook, 557 Queen Mary Street
- Sunflower, 700 Montreal Road

Closing date: April 18th, 2021

Apply: E-mail: hrrecruiting@afchildrensservices.ca

What Andrew Fleck Children's Services offers...

- ✓ Competitive salary
- ✓ A unique culture that fosters leadership, responsiveness, communication, and teamwork
- ✓ A place where your opinions will be respected and your contributions valued
- ✓ A chance to grow – personally and professionally – through our comprehensive orientation program, on the job learning, and in-house and external training
- ✓ A strong commitment to equity and diversity in the workplace and community

In this role you will...

- ✓ Maintain hygiene standards as defined under Food Premises Act, Health Guidelines, and agency policies in areas associated with food provision
- ✓ Clean counters and cupboards in the receiving kitchen or food preparation area; wash dishes
- ✓ Sweep and wash eating area floors and disinfect tables and chairs
- ✓ Maintain children's activity, washroom and staff areas in required sanitary and neat condition
- ✓ Clean and disinfect washrooms and fixtures; collect and dispose of garbage; may wash floors
- ✓ Assist in maintaining supplies; advises supervisor of needs
- ✓ Demonstrate care for and interest in children in carrying out daily duties
- ✓ Demonstrate flexibility in meeting the needs of the children by assisting teachers in maintain adequate levels of supervision when necessary

To qualify for this role you have...

- ✓ Clear Police Record Check (Vulnerable sector) completed in the last 6 months
- ✓ Immunization Record (TDP, MMR-Td current in last 10 years)
- ✓ Current Standard First Aid and CPR certification (not expiring before September 1, 2019)
- ✓ Knowledge of basic principles of health and hygiene
- ✓ Basic knowledge of food handling, housekeeping and sanitary practices
- ✓ Demonstrate understanding of licensed group care environment
- ✓ Ability to relate well to children and be flexible

It would be an asset if you had...

- ✓ Fluency in both official languages (French & English)

We are an equal opportunity employer. We thank all applicants for their interest; however only those selected for an interview will be contacted. Should the applicant require any accommodations during the application process please notify Human Resources at

hrrecruiting@afchildrensservices.ca

APPLY TODAY!