



CREE NATION OF CHISASIBI

P.O. Box 150
Chisasibi, Quebec J0M 1E0
Tel.: (819) 855-2878 Fax: (819) 855-2875

JOB OPPORTUNITY

TITLE: **Part-Time Janitor – Mitchuap Building**

CORE FUNCTION: Under the direction of the Director General of Operations but more specifically, under the supervision of the Mitchuap Manager, the Janitor will be responsible for cleaning the Mitchuap Building.

MAIN DUTIES:

- Sweep, mop, wash, scrub, wax and polish floors, hallways, and walls.
- Dust furniture, office equipment, shelves, filing cabinets, blinds.
- Daily vacuum of area rugs, draperies, blinds and upholstered furniture.
- Clean and disinfect and polish fixtures and appliances.
- Pick debris and empty trash cans and other waste containers.
- Wash the interior of the windows and other glass surfaces, interior walls and ceiling.
- Clean and disinfect washrooms and fixtures
- Check reservations to monitor activities in buildings
- Responsible to do laundry on a daily basis
- Operate cleaning machines to clean rugs and wax floors
- Maintain a positive, customer focused image of the Cree Nation of Chisasibi and respond to user concerns, problems, or complaints in a timely manner.
- Will represent the Cree Nation of Chisasibi in a polite and professional manner when dealing with community members.
- May be required to provide assistance to other departments.



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- Perform any other tasks as assigned by their immediate supervisor.

EMPLOYMENT CONDITIONS:

- Must be willing to work evenings, weekends and holidays or shift work;
- Part-time (20 to 35 hours per week)
- Physical, agility and strength requirements must be met;
- On contract for one year with a possibility of becoming permanent
- Salary is dependant upon experience and qualifications

SALARY RANGE:

Minimum \$18.00 to \$25.00 per hour

For more information on the job posting, please come to the CNC Administrative building or call at (819) 855-2878 ext. 361.

Please note: when submitting your resume, please include copies of all diplomas, certificates, valid driver's license and Indian status card. All applicants must agree to perform a criminal background check.

Persons interested in this position are asked to forward their résumé/application within the prescribed deadline to the following:

Barbara Spencer
Director of Human Resources
Cree Nation of Chisasibi
P.O. Box 150
Chisasibi, Que.
J0M 1E0

Or via email to: jobposting@chisasibi.ca

Posting Date: October 24, 2025
End of Posting: November 10, 2025

APPLICATIONS WILL NOT BE ACCEPTED AFTER 5 PM