



Township of Havelock-Belmont-Methuen
Employment Opportunity: Facilities Custodian
Part Time – Occasional
Wage Range: \$23.71 - \$27.48
Closing Date: January 15, 2025

The Township is seeking a qualified candidate for a part-time (occasional) **'Facilities Custodian'** position. Reporting to the Supervisor of Parks, Recreation and Facilities, the Facilities Custodian is responsible for maintaining cleanliness in all municipal owned facilities, assisting with basic general maintenance and administrative duties. The Facilities Custodian (occasional) position will provide backup duties for the full-time Facilities Custodian for the following: vacation days and unforeseen circumstances, on an as needed basis.

The Township offers enrollment in the Ontario Municipal Employees Retirement System (OMERS) and a wage that corresponds with work experience. The wage range for this position is \$23.71 - \$27.48.

A detailed job description can be found on the Township website at www.hbmtwp.ca

Please submit a cover letter and resume, clearly marked with the position title, 'Application for Facilities Custodian' by e-mail or regular mail no later than 4:00 p.m. on **January 15, 2025** to:

Kayla Spooner
Deputy Treasurer
Township of Havelock-Belmont-Methuen
P.O. Box 10, Havelock, ON K0L 1Z0
kspooner@hbmtwp.ca

Candidates are encouraged to inform of any accommodating requests so that they can be dealt with throughout the recruitment process. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used only to evaluate the suitability of applicants for employment.