

LLOYDMINSTER CATHOLIC SCHOOL DIVISION (LCSD) Full-Time Head Caretaker

Lloydminster Catholic School Division is seeking applications for a full-time Head Caretaker. This role is responsible for maintaining a clean, safe and welcoming environment for our students, staff and visitors.

Key Responsibilities:

- Oversee and perform daily cleaning and sanitation of school facilities
- Perform deep cleaning and floor refinishing during non-instructional days
- Operate equipment including the snowblower and tractor for snow removal
- Manage staff schedules to ensure appropriate coverage
- Develop and maintain cleaning schedules to keep the facility in optimal condition
- Schedule and coordinate maintenance during school breaks
- Support minor equipment maintenance tasks and procedures
- Promote and uphold health and safety standards throughout the school

Education required:

- Minimum Grade 12
- Current WHMIS certification
- Demonstrates knowledge of:
 - o Cleaning processes, products, and equipment
 - o Building maintenance procedures
 - o Industry-standard cleaning practices

Skills & Abilities:

- Ability to work independently with minimal supervision.
- Strong leadership and staff management skills
- Excellent communication and interpersonal abilities
- Positive, professional work attitude
- Ability to follow written and verbal instructions
- Capable of operating maintenance equipment and performing basic repairs

Position Details:

- **Full-time** (Monday to Friday)
- **Wage:** \$22.27-\$29.13 per hour plus a maintenance allowance

Please forward resumé with experience, qualifications, and references to the undersigned.
A RCMP Criminal Record / Vulnerable Sector check is a requirement for employment. Applications will be received until a successful field of candidates has been found, only those chosen for interviews will be contacted.

For more information, please contact Melanie Stelmaschuk at 780-808-8585.



Mrs. Melanie Stelmaschuk
Chief Financial Officer
Lloydminster Catholic School Division
6611B – 39 Street
Lloydminster, AB
T9V 2Z4
Phone: (780) 808-8585
Email: lcsd_careers@lcsd.ca