



JOB POSTING #2310
WE ARE AN EMPLOYMENT EQUITY EMPLOYER

CLASSIFICATION: Maintenance/security/cleaning – Permanent, full-time

HOURS: 37.5 hours per week. All clinic sites. Hours will include daytime, evenings and weekends between 7 a.m. and midnight. Current hours are Monday to Friday 8 a.m. to 4 p.m. but are subject to change.

DUTIES:

- Building maintenance i.e. painting, upkeep and safety
- Grounds upkeep and safety
- Building security – alarm system
- Stationary equipment maintenance i.e. boiler and A.C.
- Furnishings and equipment repairs
- Routine building checks, openings and set-ups
- Environmental control settings...digital/pneumatics
- Assist with emergency calls related to department
- Supply pick-ups/deliveries
- Parking lot controls/maintenance
- Some electrical, plumbing, mechanical repairs
- Assisting with supervisory duties, as required
- Assist and set-up for certain functions on and off sites.
- General cleaning
- Vacuuming and floor maintenance
- Service calls to all sites as required
- **A detailed list of specific duties will be provided with the job routine.**

QUALIFICATIONS:

- Grade 12 or equivalent, or professional cleaning experience.
- Possession of a valid Fireman's Certificate.
- Two years' building maintenance experience.
- Professional cleaning experience.
- Good physical condition.
- Ability to supervise and to work independently.
- Valid driver's license/use of own vehicle.
- Experience in the building trades an asset.
- Ability to work flexible hours and days.
- Knowledge of and compatibility with C.H.S.A. philosophy.
- Demonstrates strong interpersonal and collaborative communication skills and attitude.

RESPONSIBLE TO: Director of Facility Operations

Applications will be accepted by the Director of Facilities Operations until 5 p.m. on November 5, 2025.

Email: hresources@communityclinic.ca

Mail: Human Resources Department, 455 2nd Avenue North, Saskatoon, SK S7K 2C2

Saskatoon Community Clinic is committed to inclusive and accessible employment practices. We are committed to employment equity and welcome applications from all qualified candidates. People of Indigenous ancestry, persons with disabilities and/or visible minorities are invited to identify themselves on application. We thank all applicants, but only those selected for an interview will be contacted.