

## Housekeeping Aide

### Become a part of our caring, professional team!

Villa Cathay Care Home is committed to providing the highest quality, individualized and professional care to our seniors. By creating a safe, warm, and culturally focused Home, our elderly residents and their families find comfort, respect, and dignity. Our interdisciplinary team of professionals provide care with love and respect, honoring the dignity of seniors.

### What you'll do

Reporting to the Director of Support Services, the Janitor will perform heavy cleaning tasks and regular maintenance duties according to the facility standards and guidelines and WorkSafe BC regulations to sustain a safe and sanitary residential care environment.

### Key Duties and Responsibilities

1. Cleans areas such as floors, stairways, walls, windows and walkways by methods such as sweeping, spot washing and damp mopping.
2. Cleans carpets and rugs by methods such as vacuuming, shampooing, brushing and shaking.
3. Cleans items such as furniture, woodwork, ledges, fixtures and blinds by methods such as dusting, polishing and wiping.
4. Cleans and disinfects washrooms and replenishes items such as soap, toilet paper, towels.
5. Cleans and tidies items such as cupboards, lockers, basins and tables; hangs and removes items such as drapes and bed curtains.
6. Empties and cleans waste containers and removes garbage from buildings.
7. Locks windows and doors following facility security procedures.
8. Reports damaged and/or inoperable fixtures and furniture.
9. Maintains related equipment by cleaning, lubricating and replacing items such as filter bags and belts.
10. Performs other related duties as assigned.

### Qualifications

- Grade 10 education plus one year recent experience in building maintenance (residential care facility preferred) or equivalent combination of education, training, and experience.
- Building maintenance certificate preferred
- Current WHIMS certificate

### **Skills and Ability**

- Knowledge in safe practice in the use of housekeeping equipment and appliances.
- Ability to communicate effectively both verbally and in writing.
- Ability to collaborate with others and to contribute to a team environment
- Physical ability to carry out the duties of the position
- Ability to organize and prioritize work according to the organizational goals
- Ability to operate related equipment
- Ability to learn and be open-minded
- Ability to read, write, and speak Chinese an asset.

### **How to Apply**

To apply, or for any inquiries, please email us at: [hr@villacathay.ca](mailto:hr@villacathay.ca) and put “Housekeeping Aide” in the email subject line.