

Burton Cummings Community Centre

960 Arlington Street
Winnipeg, MB R3E 2E5
burtoncummingssc@hotmail.com
204-783-5330

Position: Building Attendant

Required availability: Evenings and weekends.

Required documentation within 3 months of being hired:

- Police Record Check with Vulnerability Sector Check
- Child Abuse Registry Check
- WHMIS Certificate

Estimated start date: As soon as possible.

Hourly wage: \$16.40

Hours per week: 20 to 30.

The Building Attendant is a versatile position that covers a lot of ground. You will be supervising the well-being of our guests as well as the preservation of our community centre. There will be times when you'll need to play emergency plumber, host, and mediator, all at once, so being quick on your feet, good with your hands, and great with people is vital.

Much of our weekends are filled with events, such as birthday parties and baby showers, so being able to lift, carry, and arrange tables and chairs is a must.

Full training will be provided, but the successful candidate must be excited about learning new things, comfortable with being coached, and to have the ability to adapt to new methods quickly.

What we need from you:

- To be punctual and dependable. We're a small group. We need to rely on each other.
- Must be good with people, especially when they're upset.
- A keen eye for detail with a healthy dose of creativity.
- Able to work as late as 11:00 PM on weekdays and 3:00 AM on weekends.
- Able to work well under pressure and with time constraints.
- Can lift and carry up to 50 pounds (23 Kg).

What would be great for you to have, but are not deal-breakers:

- First Aid and CPR C Certificate
- Non-Violent Crisis Intervention Training

What to expect:

- Full training! We'll teach you valuable skills you'll use your entire life.
- A vital and ever-evolving position which will aid in leaving a positive and lasting impression with countless people.

Please send your resume to: burtoncummingssc@hotmail.com or drop it off in person. If you have any questions, please reach out to Joe, our general manager.