

To deliver excellent support services to people with disabilities so they can live their lives.

The Windward Program is recruiting for a 3 month Contract with the possibility of an extension
Contract Part Time
Housekeeper

The successful candidate must be available to work the following schedule:

Tuesday	Wednesday	Thursday
08:00-16:00	08:00-16:00	08:00-16:00

Please note this schedule is subject to change based on client needs and operational requirements.

✓ **May be able to work additional SCW shifts, if PSW certified.**

The **Housekeeper** is responsible for cleaning clients' homes using a client centred approach; as well as the program's office spaces. This role is expected to represent PACE's values of choice, courage, community and commitment as well as promote the philosophy of independent living at all times.

Qualifications:

- Grade Twelve or recognized equivalent.

Skills:

- Experience working in a position of trust (i.e. handling money, personal belongings).
- Willingness to accept direction from clients regarding services.
- General good health and the physical ability to perform all essential job tasks.
- Must be able to demonstrate understanding/ knowledge of PACE Policies & Procedures.
- Friendly and professional manner.
- Effective verbal, written and listening communication skills.
- Knowledge of worker responsibilities under the *Occupational Health and Safety Act*.

Wages: As per "Appendix A" of the UNIFOR Collective Agreement, the hourly rates for this job classification are as follows:

<u>Start Rate</u>	<u>After Probation</u>	<u>After 12 Months</u>	<u>After 24 Months</u>
\$19.443	\$20.210	\$20.918	\$21.745

Interested candidates must submit a current resume and cover letter, quoting Job Competition **20.CPT.WW.HK.001**, no later than 5:00 p.m. on **Friday April 17, 2020** to Human Resource via **E-mail: careers@pace-il.ca** or **fax: 416 789.7807**

Internal Posting: Application is restricted to PACE employees who are current members of UNIFOR Local 40.

Date Posted: Thursday, April 9, 2020

Date Posting Expires: Saturday April 18, 2020