



JOB POSTING

FT. BABINE HOMEMAKER

CLOSING DATE: Until Position Filled

The ***Homemaker*** is responsible for ensuring the cleanliness of individual homes, as assigned by Lake Babine Nation Social Development department. Work co-operatively with other members of the Social Development & Health Department.

JOB DUTIES

- Dispose of all garbage and recyclables in the client's home and ensure the garbage containers and recycle bins are sanitized before being placed in the house.
- Perform high- and low-dusting of tables, electronics, shelves, baseboards and other surfaces.
- Ensure the restroom facilities, including the shower, tub, toilet, sink and mirrors are sanitized to the highest standard.
- Clean light fixtures and change light bulbs/tubes as required.
- Clean and tidy up all rooms in the client's home, including the bedroom(s), living room, kitchen, restroom, and various other rooms.
- Maintain a daily log to ensure health & safety of client; report concerns / issues to the Social Development Director or Health Director.
- Ensure the highest standard of service and quality.
- Other duties may be assigned as required.

REQUIREMENTS

- Highly motivated and able to work independently.
- Strong communication and problem solving skills.
- WHMIS Certificate, considered an asset
- Ability to multi-task and establish priorities.
- Trustworthy, dependable and flexible.

SEND RESUMES / APPLICATION FORM TO:

Beatrice MacDonald, Human Resources

P.O. Box 879, Burns Lake, B.C., V0J 1E0

Fax: 250-692-4790

Email: beatrice.macdonald@lakebabine.com