

**Administration Office**

289 Jubilee Road  
Muncey, ON N0L 1Y0  
telephone: 519.289.5396  
fax: 519.289.5156

**Executive Services**

279 Jubilee Road  
Muncey, ON N0L 1Y0  
telephone: 519.289.5396  
fax: 519.289.5156

**Community Centre**

533 Thomigo Road  
Muncey, ON N0L 1Y0  
telephone: 519.289.2957  
fax: 519.289.2883

toll-free: 1.800.298.7137

[www.munsee.ca](http://www.munsee.ca)

## **EMPLOYMENT OPPORTUNITY**

**POSITION TITLE: JANITOR/CUSTODIAN**

**Posting Date: FRIDAY, JANUARY 12, 2026**  
**Closing Date: (OPEN UNTIL FILLED)**  
**Department: ADMINISTRATION**  
**Reports to: NATION MANAGER/DESIGNATE**  
**Location: ADMINISTRATION, EXECUTIVE, AND COMMUNITY CENTER**  
**Salary:**

### **POSITION SUMMARY:**

The Janitor/Custodian is responsible for performing custodial duties, minor maintenance and other miscellaneous duties to ensure that the Munsee Delaware Nation buildings and facilities are maintained in a healthy, safe and sanitary manner.

The Janitor/Custodian reports to the Nation Manager or his/her designate, and cares for Munsee-Delaware facilities and equipment. The Janitor/Custodian will be responsible to open and close the MDN Community Center for evening and weekend rentals. Maintaining these responsibilities will help to ensure the health, safety and security of visitors, program participants and community members.

**Qualifications:** As this is a physically demanding position, the successful incumbent must be physically fit and able to lift and move up to 30lbs with ease. Standing and walking for long periods of time is required.

1. Ability to operate industrial cleaning & sanitizing equipment and snow removal equipment
2. Skills to make minor repairs (drywall repair, paint restorations, etc.)
3. Ability to work independently.
4. Understanding of health and safety procedures.
5. Multitasking and organizational skills to keep track of various responsibilities.
6. Ability to carry out tasks in a timely fashion with minimal supervision
7. Ability to perform maintenance checks on the ventilation system
8. Flexibility to work with team members or individually.
9. Excellent written and verbal communication, email and general computer skills will be an asset.

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**Qualifications:**

- a. High school diploma is required
- b. 3- 5 years of relevant work custodial experience.
- c. A clear Canadian Police identification check (CPIC) is required.
- d. Certificates in WHMIS, Working at Heights, Health & Safety, CPR/FA, Safe Food Handling would be an asset.
- e. Valid Driver's license and insured vehicle will be required as there are 3 work locations.

**Please read the following very carefully. Incomplete submissions will not be considered.**

Interested applicants must submit:

1. A cover letter that demonstrates that you meet all the qualifications through your resume submission and why you believe you are the ideal candidate for the position.
2. A copy of all educational degrees, diplomas and certificates including driver's license.
3. Three (2) employment references including your current or most recent employer and (1) character reference.

Must be submitted in person, mail or email marked "**CONFIDENTIAL**" to:

**Human Resources – Janitor/Custodian  
Munsee-Delaware Nation 289 Jubilee Road,  
Muncey, ON N0L 1Y0 Email-  
[applications@munsee.ca](mailto:applications@munsee.ca)**

All submissions will be screened according to the above qualifications Only those selected for an interview will be contacted. A registered member of a First Nation as per Section 16(1) of the Canadian Human Rights Act, is a preference..