



## Employment Opportunity

### Custodial-Maintenance – Permanent Full-Time

#### Port Hawkesbury Civic Centre

The **Port Hawkesbury Civic Centre** is hiring a **Custodial-Maintenance Support** professional for a **permanent, full-time role**. This is a full-time position with flexible scheduling that includes **day, evening, and weekend shifts**.

As part of our team, you'll play a vital role in maintaining a **clean, safe, and welcoming environment** for all visitors. Your responsibilities will include:

- **Maintaining facility cleanliness** to ensure a top-tier experience for guests.
- **Setting up rooms** for events and activities with efficiency and attention to detail.
- **Providing outstanding customer service**, reflecting professionalism and a **community-focused approach**.
- **Upholding diversity and inclusion** while fostering a positive workplace culture.
- **Prioritizing safety**—for yourself and your colleagues—by adhering to **Provincial Occupational Health and Safety Regulations**.

We're looking for **energetic, dependable, and adaptable** individuals who thrive in a dynamic environment. A full list of job duties is available upon request.

#### How to Apply:

Submit your resume and inquiries via **email** to **gsnook@townofph.ca**. Please use the subject line **"Custodial-Maintenance Employment Application."**

Alternatively, applications can be delivered in person to the **Civic Centre Box Office** at **606 Reeves Street, Port Hawkesbury, NS**.

**Application Deadline: 12:00 noon (local time) – Tuesday, June 17, 2025**