



Posting # 2021 –148  
Date: June 16, 2021

**COMMUNITY BUILDERS**  
*Striving for excellence in compassion*

**POSTING (BCGEU)**

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**JOB TITLE:** Home Support Worker  
**STATUS:** Permanent Full-time  
**AREA OF WORK:** Alewem, 1580 and 1582 Vernon Drive  
**HOURS OF WORK:** 9am-5pm  
**DAYS OF WORK:** Monday-Friday  
**GRID LEVEL:** \$20.00/hourly

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**Job Summary**

Performs routine cleaning, and service functions in resident rooms within Community Builders Housing sites. Assists clients with room conditions and standards to maintain housing.

**Functions & Responsibilities**

1. Cleans, washes, disinfects resident rooms such as walls, windows, ceilings, floors, carpets, furniture, mattresses, blinds, kitchen counters, fridges, microwaves, and washrooms by methods such as dusting, polishing, sweeping, wet mopping, shampooing, and defrosting using various manual and power cleaning equipment. Cleans, dusts and wipes down various appliances and accessories.
2. Collects and disposes of garbage and harm reductions supplies using proper safety precautions; performs spots clean-ups as required.
3. Launders resident clothing and linens.
4. Assists and supports residents in room preparation for pest control treatment.
5. Reports any non-routine maintenance needs, safety, or health concerns to Building Coordinator and Housing Manager.
6. Assists in minor room maintenance when needed - unplugging sinks and toilets.
7. Performs other related duties as required.

**Education, Training & Experience**

1. Grade 10
2. One (1) month recent related experience. Or and equivalent combination of education, training and experience
3. Certificates in Narcan Training, First Aid, and NVCI
4. Criminal record check

**Skills & Abilities**

1. Ability to work in a harm reduction environment which includes an observed consumption area, as well as familiarization with the principles of harm reduction.
2. Physical ability to carry out the duties of the position.
3. Able to work independently with minimal supervision, exercise initiative and good judgment
4. Ability to operate related equipment.
5. Ability to communicate effectively, both verbally and in writing.
6. Ability to organize and prioritize.

7. Ability to establish and maintain rapport with clients, staff and management and collateral service providers.
8. Ability to analyze and resolve problems.
9. Ability to work in low barrier housing environment with sensitivity to population group housed.
10. Ability to follow established policies and procedures

APPLY BY: June 23, 2021 before 4pm

APPLY TO: [hr@communitybuilders.ca](mailto:hr@communitybuilders.ca)

**SUCCESSFUL APPLICANT:** \_\_\_\_\_

**INITIALS:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This position is open to all qualified individuals and requires membership in the Union. The successful applicant is not required to operate their own vehicle for performing the duties of the position.**