



The Eastern Shores School Board is seeking applications from interested candidates for the following position: **CARETAKER, CLASS II**

POSTING #	ESSB-S26-05
WORKPLACE	Eastern Shores School Board 40 Mountsorrel, New Carlisle, Quebec G0C 1Z0
STATUS	Replacement
WORKLOAD	14 hrs per week
HOURLY RATE	\$25.89/hour
WORK SCHEDULE	Monday to Friday
IMMEDIATE SUPERIOR	Material Resources Director
START DATE	Immediately
END DATE	October 30, 2026 – or until the position holder returns
DATE OF POSTING	September 9, 2026
DEADLINE FOR APPLICATIONS	September 16, 2026 – 4pm

NATURE OF THE WORK

The principal and customary work of an employee in this class of employment consists in being responsible for carrying out the maintenance work as well as the preventive and physical upkeep of an educational institution or building, and being responsible for a total area covering less than 9 275 m². The role also consists in organizing and carrying out such work as well as coordinating and overseeing it when it is carried out with or by other employees.

In addition, he or she performs the characteristic functions of the class of employment of maintenance workman, class II, which consists in carrying out the maintenance work as well as the preventive and physical upkeep of buildings, grounds, and equipment. The role also consists in the handling and transportation of goods, furniture and other materials.

REQUIRED QUALIFICATIONS

Experience

Have three (3) years of pertinent experience as a caretaker, class II.

Practical Skills

Have a general knowledge of the operation of the heating, ventilation, lighting and alarm systems that a caretaker oversees. Have a basic knowledge of the main building trades.

Specific Requirements

Very good physical condition.

- Interested candidates should forward their curriculum vitae, indicating in the subject the posting number, **ESSB-S26-05**, to job.opportunity@essb.qc.ca.

Eastern Shores School Board is committed to equal access to employment and encourages applications from women, Aboriginal peoples, visible minorities, ethnic minorities and persons with disabilities. ESSB will only contact the candidates selected for interviews.

