

"Central Niagara is one of the most stunning and versatile venues in the Niagara Region, we have hosted a wide variety of events, including music concerts, high school graduations, sports tournaments, and dance competitions, each contributing to our community's cultural and social fabric. With over 13,000 square feet of flexible space, a state-of-the-art Meyer sound system, and a spacious stage, it's the ideal setting for these events. By providing a space for people to gather, celebrate, and connect, we help build a stronger, more vibrant community."

WHAT YOU WILL DO:

We are seeking reliable, detail-oriented, and proactive individual to join our CN Team as Facility Support Crew. This role is essential to ensuring the cleanliness, functionality, and security of our building during event rentals and day-to-day operations. Facility Support Crew play a key part in creating a welcoming and well-maintained environment for all guests and staff.

Key Responsibilities:

- Perform routine cleaning duties according to the Cleaning Schedule, including sweeping, mopping, vacuuming, and cleaning windows, walls, furniture, and smoke alarms
- Maintain exterior cleanliness by picking up litter and removing garbage; manage waste and recycling, ensuring proper disposal on pickup days; and perform light landscaping and snow removal as needed
- Ensure the building's exterior and parking lot are clean, safe, and presentable
- Operate cleaning equipment (e.g., floor machine, vacuums) and maintain laundry (e.g., towels and tablecloths), including washing, drying, folding, and storing
- Perform emergency cleanups and minor repairs as needed
- Monitor inventory of cleaning supplies and notify the Building Manager when restocking is needed
- Set up and take down furniture and equipment, providing on-site support for events, ministry activities, and rentals.
- Lock/unlock doors and gates, monitor alarms and thermostats, and ensure building security during and after shifts
- Check in with the Building Manager at the start of each shift; collaborate with volunteers and sub-contractors
- Attend team meetings and follow all safety and organizational protocols
- Perform other duties as assigned by your manager

QUALIFICATIONS:

- Previous experience in facility operations or a related role.
- Attention to detail and commitment to maintaining a clean and safe environment.
- Good communication skills and ability to work effectively in a team.
- Ability to perform physical tasks, including lifting up to 50lbs, cleaning, and setting up tables and chairs.
- Knowledge of workplace health and safety standards.
- Ability to work independently and take initiative when needed.

WORKING CONDITIONS:

- Monday to Friday - 3pm to 10:30pm
- Work may involve lifting and moving equipment, bending, and extended periods of walking or standing.
- Must be comfortable working in a fast-paced environment with changing priorities.

INCLUSION AND DIVERSITY:

At Central Niagara we value diversity and are committed to creating an inclusive environment for all employees. We encourage individuals from all backgrounds, identities, and experiences to apply and join our team.

COMPENSATION:

- Hourly rate of \$20.00/hr paid bi-weekly by direct deposit.
- A competitive salary including a minimum of 2 weeks of vacation and medical benefits after the probationary period.

HOW TO APPLY:

If you are interested in this position, please email your resume to hr@centralniagara.org

Only successful candidates will be contacted for an initial interview.

Please visit our website to learn more about us – www.centralniagara.org