

Position:	Facility Custodian I	Date of Posting:	2026-06-29
Department:	Operations	Closing Date:	2026-07-10
Reports to:	Operations Management	Employment Type:	Union – CUPE 105
Job Type:	Permanent Full-time	Hourly Rate	\$ 34.50
Schedule:	8 hours per day between 3:30 pm to 11:30 pm , Monday to Friday, with a ½ hour paid meal break.		

The City of Prince Rupert respectfully acknowledges that we live and work on the traditional and unceded territories of the Ts'msyen and Sm'algyax-speaking peoples. We offer gratitude to the people who have lived on these lands since time immemorial.

Why work for the City of Prince Rupert?

The City delivers the essential services that keeps our community moving and supporting residents, local businesses, and industry every single day. Working here means more than just doing a job; it's about serving the community you call home, building meaningful relationships, and seeing the real impact of your work firsthand. We are deeply committed to fostering a respectful, inclusive, and supportive workplace where diverse perspectives, lived experiences, and local knowledge are not only welcomed, but truly valued. We encourage applications from individuals who share our commitment to public service and who want to help build a community where everyone feels they belong.

Let your skills and talent grow alongside us as we reshape our city's future!

Who you are

You are a dependable, hands-on individual who takes pride in keeping spaces clean, safe, and welcoming. You bring a strong work ethic and are equally comfortable working independently or as part of a team to maintain City facilities to a high standard.

You have experience in custodial work and basic maintenance, and you understand the importance of detail, cleanliness, and safety in public spaces. You work efficiently, follow established procedures, and are committed to meeting safety standards, including WorkSafeBC requirements.

Adaptable and proactive, you're willing to take on a variety of tasks, from routine cleaning to minor maintenance, while contributing to the overall functionality and positive appearance of City facilities. You take pride in supporting your community by helping ensure spaces are accessible, well-maintained, and welcoming for all.

What you'll do

- General custodial cleaning duties,
- Semi-skilled maintenance and minor construction projects (painting, refinishing floors, building repairs etc.)
- Adhere to all safety regulations, facility and emergency procedures.

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- Report hazards and make recommendations to enhance building and equipment functionality.
 - Provide first aid as necessary and incident reporting
 - Work effectively and efficiently with minimal supervision, adhere to an established work schedule under minimal instruction and supervision to accomplish tasks and assignments
 - Demonstrate a thorough knowledge of effective cleaning and sanitization methods for a variety of Municipal facilities
 - Have the ability to deal tactfully, courteously and accurately with the Public and co-workers
 - Exercise skill in the use and care of cleaning and maintenance equipment
 - Other duties as assigned by supervisors and/or management

What you'll bring...

- A genuine passion for contributing to the growth and prosperity of Prince Rupert
- Dogwood Diploma or GED
- Valid Class 5 BC Driver's Licence (Driver's Abstract required)
- Must be able to obtain a Police Information Check (PIC). Results of which will be reviewed by the City for employment
- Ability to follow safe work practices, comply with safe work procedures and all departmental policies;
- Ability to deal tactfully, courteously, and accurately with the public and co-worker
- Good interpersonal skills and strong communication skills (both oral and written)
- Ability to work independently and to accomplish tasks and assignments with minimal supervision
- Knowledge of WorkSafe BC Rules and Regulations
- Demonstrated ability to work effectively in a team environment

Working Conditions:

This role requires physical exertion and the ability to frequently lift heavy objects, climb ladders, repetitive tasks, bending, crouching, kneeling, continuously standing and walking throughout the shift and work in inclement weather.

Key physical requirements include:

- Heavy manual labour for long durations, including lifting, pulling and managing equipment and objects;
- The ability to handle or move weights up to 100 lbs and lift up to 40 lbs.;
- Heavy lifting, pulling and managing equipment/objects are part of the assigned tasks; and,
- Performing tasks such as walking long distances and heavy lifting above the waist for extended periods.

Environmental Exposures:

When working outdoors, you'll be exposed to all weather conditions, including extreme temperatures, rain and snow. You will also encounter:

- Varying levels of sound and noise;
- Potentially hazardous equipment, machinery, tools and materials; and,

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- Traffic, pedestrians and other obstacles in busy work areas.

Safety Requirements:

For safety reasons, and as directed by WorkSafeBC regulations, employees must be clean-shaven.

What to send our way

- Your CV or Resume highlighting your education, experience, and skills.
- A cover letter explaining why you are interested in the position, how your background and skills make you a suitable candidate, and your passion for contributing to the growth and prosperity of Prince Rupert.

Compensation & Benefits

This is a full-time, union position that offers a competitive wage complemented by a superior benefits package and enrollment in the Municipal Pension Plan.

Other information that you should know

If you are not a local applicant, you must be prepared to relocate to Prince Rupert, BC before starting work.

- This position is a permanent position, applicants must be able to demonstrate they meet the City of Prince Rupert's eligibility requirements as outlined on our website: <https://www.princerupert.ca/city-hall/careers-volunteering/job-postings> **Eligibility**.

Please submit your cover letter, CV or resume **(in PDF formats)** to:

Operations Department

Email: HRQP@princerupert.ca

Subject: Facility Custodian I

or mail all documents to:

Facility Custodian I Position
Attn: Operations Management
1001 Chamberlain Avenue
Prince Rupert, BC, V8J 4J5

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.